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2009

**REPORT
OF THE
COUNTY COMMISSIONERS
COUNTY TREASURER
AND OTHER
OFFICERS OF CHESHIRE COUNTY
NEW HAMPSHIRE**

For the year ending December 31, 2009



Keene Sentinel Print Shop
Keene, NH
Printed in 2010

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CHESHIRE COUNTY OFFICERS

COMMISSIONERS	352-8215
Stillman Rogers, Chairman	
John Pratt, Vice Chairman	
Roger Zerba, Clerk	
COUNTY ADMINISTRATOR	352-8215
John G. Wozmak, JD, NHA	
COUNTY ATTORNEY	352-0056
Peter Heed	
ASSISTANT COUNTY ATTORNEYS	352-0056
Keith Cloutre, David Lauren, Kathleen O'Reilly, Melissa Pierce, John Webb	
MEDICAL EXAMINER	352-5000
Cheryl Pinney, ME	
REGISTER OF DEEDS	352-0403
Evelyn S. Hubal	
SHERIFF	352-4238
Richard Foote	
TREASURER	357-0793
Stuart West	
CLERK OF SUPERIOR COURT	352-6902
Barbara Hogan	
REGISTER OF PROBATE	357-7786
Anna Z. Tilton	
MANAGER OF ALTERNATIVE SENTENCING PROGRAM	209-1526
Michael Potter	
SUPERINTENDENT OF JAIL	399-7794
Richard N. Van Wickler	
COMPUTER OPERATIONS COORDINATOR	355-3034
Doug Scribner	
FACILITIES MANAGER	399-7300
Barry King	
FARM MANAGER	399-7347
David Putnam	
DIRECTOR OF FINANCE	355-3036
Sheryl Trombly	
MANAGER OF HUMAN RESOURCES	399-7317
Wendy Hurley	
MAPLEWOOD NURSING HOME ADMINISTRATOR	399-4912
Kathryn Kindopp NHA	399-7302
DIRECTOR OF NURSING SERVICES	399-4912
Dodi Sheltra	

Dodi Sheltra

**CHESHIRE COUNTY DELEGATION
2009-2010**

District 1 Gilsum, Surry, Westmoreland

John J Laurent, 603 River Rd, Westmoreland 03467 399-7745

District 2 Alstead, Marlow, Nelson, Roxbury, Stoddard, Walpole

Daniel A. Eaton, 1 Shedd Hill Rd, Stoddard 03464-4423 446-3535

Tara Sad, POB 909 Walpole 03608 756-4861

Lucy Weber, 217 Old Keene Road, Walpole 03608 756-4338

District 3 Keene

Delmar Burrige, 7 Starlight Dr., Keene 03431 352-5363

Suzanne Butcher, 44 Felt Road Keene 03431 357-8383

Steve Lindsey, 89 Marlboro Street, #1, Keene 03431 547-7375

David Meader, P.O.Box 1030, Keene 03431 357-1340

Kris Roberts, 58 Grove Street Keene 03431 352-1105

Timothy N. Robertson, 185 Daniels Hill Rd, Keene 03431-5704 352-7006

Charles Weed, 28 Damon Ct., Keene 03431 352-8309

District 4 Chesterfield, Hinsdale, Winchester

Tim Butterworth, 72 N. Hinsdale Rd, Chesterfield 03443 363-8076

William Butynski, 60 River Road POB 105, Hinsdale 03451 336-7498

Daniel Carr, POB 111, Ashuelot, 03441 239-6830

Henry A L. Parkhurst, One Parkhurst Pl, Winchester 03470-2460 239-8945

District 5 Fitzwilliam, Richmond

Barbara H. Richardson, 101 Morgan Road, Richmond 03470 239-8346

District 6 Harrisville, Marlborough, Swanzy, Troy

Peter Allen, 25 Seaver Rd, Chesham 03450 827-5530

Jane B. Johnson, 329 Sawyers Crossing, Swanzy 03446S 352-4057

Gus Lerandean, 19 Swanzy Factory Road, Keene 03431 352-7991

Nancy Carlson, POB 327, W. Swanzy 03469 352-3768

District 7 Dublin, Jaffrey, Rindge

Susan Emerson, 1121 NH 119 Rindge 03461 899-6529

John B. Hunt, 165 Sunridge Road, Rindge 03461 899-6000

Bonnie Mitchell, 7 Parsons Lane Jaffrey 03452 532-6311

Franklin Sterling, 63 Monadnock View, Jaffrey 03452 532-8284



County of Cheshire

33 West Street, Keene, NH 03431

Website: www.co.cheshire.nh.us

ANNUAL REPORT

2009

The year 2009 has been a challenging one for the people of Cheshire County and for county and town governments here in the shadow of Monadnock. While the banking disasters that erupted in the nation from the end of 2008 extended well into 2009 that disaster did not extend to the banks that serve our community. Likewise, unemployment in Cheshire County, while substantially higher than in the recent past, was lower than throughout the rest of New Hampshire and about 2% lower than the rest of the nation.

The major project for the county in 2009 was completion of construction on the new county jail, which is being relocated to Route 101 near the Marlborough town line. As of the end of 2009 the building is completely enclosed and work is progressing rapidly on finishing the interior. Occupation of the building is expected to occur in mid-April 2010. A word of praise is in order here for the team of people who have designed and built this structure. A leadership group of Corrections Officers, under the leadership of Superintendent Richard Van Wickler, has designed and tested out the layout of the facility on paper and has continued that process throughout the construction process. The construction team, led by SMRT Architects and the MacMillan Company have selected and worked closely with subcontractors, most of them from this region, to ensure that we received the best possible structure at the lowest reasonable cost.

During 2009 the Commissioners took the first steps in a long needed review of Maplewood Nursing Home. Over the course of the past approximately 10 years significant costs of long-term care have been shifted by the state to the county. Because the rising costs of long term care that the state has shifted have a direct effect on property taxes, the Commissioners will be seeking to open a dialogue with the Cheshire County community in 2010 about taxpayers' willingness to continue to pay for care and services for the elderly, both in their homes by way of home-based care and in the county nursing home. The options on the table for discussion are: repair and reconstruction of the existing Maplewood; or, the construction of a new nursing home closer to emergency services and families and the renovation of the existing facility in old-age and assisted living units; or, the closure of Maplewood Nursing Home over time with the resultant loss of community capacity to care for Medicaid-served elderly. Each of these options has a societal and financial cost and we want the community to have a chance to voice its opinions. While no construction is contemplated in the immediate future we feel that the discussion should start now.

During the year Cheshire County was the recipient of significant ARRA (federal stimulus) funds and in order to keep taxes as low as possible, these funds were used to perform repairs to county facilities that had been put off, in some cases for a decade or more. We also used some of these funds to bring on new Corrections Officers to insure that they would be fully trained when the new facility is opened. Our philosophy in the use of these funds has been to save county taxpayer dollars while accomplishing things that needed to be done. There is every indication that our use of local workers and contractors for the construction of the new House of Corrections and in the repair and restoration projects on county property during this year has contributed significantly to the economic well-being of the people of this county.

Stillman Rogers
Chairman, Cheshire County Board of Commissioners

PETER W. HEED
CHESHIRE COUNTY ATTORNEY

ASSISTANT COUNTY ATTORNEY

KATHLEEN G. O'REILLY
DAVID LAUREN
CHRIS MCLAUGHLIN
JOHN S. WEBB
JEAN KILHAM
KEITH W. CLOUTRE
ELIZABETH CLEARY
MELISSA PIERCE

CHESHIRE COUNTY
STATE OF NEW HAMPSHIRE
OFFICE OF
THE COUNTY ATTORNEY

SARAH MCKENZIE HOSKINS
DOMESTIC VIOLENCE
VICTIM/WITNESS COORDINATOR

JULIE J. SHORT
VICTIM/WITNESS COORDINATOR

CILLA DEHOTMAN
VICTIM/WITNESS COORDINATOR

SUPERIOR COURT HOUSE
12 COURT STREET
KEENE, NEW HAMPSHIRE 03431
TEL. (603) 352-0056
FAX (603) 355-3012

Office of the Cheshire County Attorney
Annual Report 2009

The primary responsibility of the Office of the Cheshire County Attorney is the prosecution of felony level crimes in the Cheshire County Superior Court. The attorneys at the County Attorneys Office oversee major felony investigations, working closely with police officers and investigators. When an investigation is completed, the attorneys then review all reports, and a determination is made as to the bringing of proper criminal charges. This process may include filing complaints in the District Court and/or making presentations before the Grand Jury. The attorneys then handle all pre-trial procedures and proceed to a jury trial if a case is not resolved by a plea or other non-trial resolution. Additionally, one of the Assistant County Attorneys in our office, David Lauren, works under a federal grant, which requires approximately one half of his case load to be devoted to the prosecution of cases involving domestic violence. Consequently, David is at the Keene District Court on a regular basis.

The case load at the Office of the Cheshire County Attorney continues to be heavy. During 2009, approximately 777 felony cases were handled by members of the office and approximately 87 violations of felony level probation were prosecuted. Attorneys from this office formally presented 612 cases to the Grand Jury for indictment consideration. The felony case load per attorney averaged more than 120 active felony case files. Additionally, attorneys from this office reviewed and issued 43 administrative subpoenas, analyzed 53 DCYF reviews, issued 43 one party authorizations, (primarily to the New Hampshire Attorney General's Drug Task Force), and were consulted in 121 untimely death investigations in Cheshire County.

The Cheshire County District Court Regional Prosecution Program continues to be extremely successful. In March of 2009 the City of Keene joined the program (during 2008 the towns of Winchester, Stoddard, Surry, and Marlow previously joined the program). The program now accounts for the large majority of all cases coming before the Keene District Court. By increasing the number of member towns, the Cheshire County Regional District Court Prosecution Program has been able to increase efficiency, improve officer training, and provide more uniform policies among county police departments. Moreover, because the programs' prosecutors work so closely with the felony prosecutors at the Superior Court, the County Attorney's Office has been able to improve communication from the earliest stages of felony cases, resulting in improved chances of early resolution and success in both the District and Superior Courts.

During the latter part of 2009, the program underwent attorney-staffing changes, when Attorney Elizabeth Cleary announced her retirement. Attorney Cleary had guided the program from its inception, and her dedication and hard work will be greatly missed. Attorney Jean Kilham, who has been with the program since March of 2008, has stepped up to lead the program going forward. Attorney Kilham graduated from the University of New Hampshire in 2001, and received her law degree from the Massachusetts School of Law in June of 2006. She has worked very hard, and is respected by members of law enforcement, as well as the Defense Bar.

As a new addition to the District Court Prosecution Program (in replacement for Attorney Cleary) we were fortunate to have Attorney John ("Jay") McCormack join our prosecutor team. Attorney McCormack grew up in Plymouth, New Hampshire, where his father has been a longtime member of the Bar. Attorney McCormack graduated from The University of Richmond in May of 2004, and received his law degree from Suffolk University, Boston, Massachusetts, in May of 2009. Jay is a member of the New Hampshire Bar, and we are pleased to have him join our team of dedicated prosecutors.

Another important addition to the District Court program occurred when the City of Keene joined. The caseload of the City of Keene is so significant that a full-time attorney is necessary to prosecute the caseload. Stepping up in this role was Assistant County Attorney Chris McLaughlin. Chris has previously served as a felony-level prosecutor in the Superior Court for three years, and we greatly appreciated his desire to step into the role as primary prosecutor for the City of Keene within the structure of our Regional Prosecution Program. Chris previously served for many years as one of the lead attorneys for the Public Defender. He is a top-level trial attorney with vast experience, and he has great credibility with law enforcement.

In addition to the hard working and dedicated attorneys in the District Court Program, Officer John Dudek assists as a part-time liaison officer. Pam Kinyon serves as the Administrative Assistant, and two local contract attorneys – Martha M. Jacques, Esq. And William W. Cleary, Esq., assisted on an as-needed basis. It is anticipated that during 2010, most of the necessary contract caseload will be carried by Attorney Elizabeth Cleary. This District Court Prosecution team, under the direct supervision of the County Attorney, handles all misdemeanor offenses that arise in the 11 towns (now including Keene), and also the initial stages (including Bail arguments and Probable Cause hearings) of most felony cases. Additionally, the team also handles many of the towns' serious juvenile matters. During 2009, more than 1,000 case files were handled and processed from the towns served by the Regional Prosecutor Program, excluding Keene. Keene alone is the source of over 1,500 case files a year. All the towns now benefit from the expertise of the County Attorney's Office. Conversely, the County Attorney's Office benefits from increased communication between its District Court and Superior Court prosecutors, who often encounter the same defendants, victims, and legal issues in the two different Courts. This leads to efficiency in prosecution and a reduction in the number of felony cases required to go through the arduous Superior Court process.

In the Superior Court during 2009, the County was fortunate to have 5 experienced Assistant County Attorneys handling felony cases - Kathleen O'Reilly, David Lauren, John Webb, Melissa Pierce, and Keith Clouatre. Kathleen O'Reilly is now in her 14th year with the office. Kathleen has always been particularly hard working, and she has shouldered a great deal of the case

burden, particularly involving complex financial cases. David Lauren is an experienced attorney in his 4th year with the office. He previously worked for the Maine Attorney General's Office as well as an Assistant County Attorney in Hillsborough County. David brings with him interest and experience in the area of domestic violence cases. Assistant County Attorney John Webb is also one of our more experienced trial attorneys, having joined the office in 2007. John comes to us from Merrimack County, where he was a veteran prosecutor. Prior to that experience, Attorney Webb served as a Law Clerk to the Superior Court. John has proven himself to be an aggressive and valued prosecutor, one on whose judgement I can rely. Joining our staff this year was Attorney Melissa Pierce, an experienced prosecutor who came to us from Grafton County. Also joining our staff was Attorney Keith Clouatre. We were very fortunate to have Keith join our team, as he previously served as both an Assistant County Attorney and then the County Attorney in Coos County. Keith is an experienced trial attorney and has had particular experience with sex offense cases.

The responsibility of the attorneys in our office continues to grow and will increase during my tenure as the County Attorney. I require my Assistant County Attorneys to be on call, so as to be available to assist local law enforcement with major case investigations as well as fatal accident scenes where potential criminal charges may be brought. Additionally, my assistants must be available to consult on untimely deaths and related investigations. The Office of the County Attorney will be providing periodic training seminars throughout the year, open to all County law enforcement agencies. Additionally, either I or one of my Assistant County Attorneys, continue to meet monthly with investigators from the Keene Police Department, and other law enforcement agencies at the Jaffrey Police Department, in order to provide updates on recent legal decisions, as well as reviewing pending investigations. Finally, a representative of this office attends the monthly Karim (Keene Area Regional Intelligence Meeting) as well as the meetings of the Cheshire County Chiefs of Police Association.

The attorneys in our office also continue to meet regularly with members of law enforcement, social services, crisis workers, victim witness coordinators, mental health professionals, and medical specialists in order to insure the continued success of the Child Advocacy Center in Cheshire County. The ideology behind the center is the institution of multidisciplinary teams trained in the investigation and prosecution of physical and sexual abuse against children. They work together as a unified team from the inception of a report of abuse that occurs anywhere in our County. The opening of the Child Advocacy Center has been a significant accomplishment, and it is of great assistance to all law enforcement regarding the investigation of crimes against children. I want to particularly recognize the efforts of Atonya Hart, Executive Director of the CAC, Colleen Duquette of the Division of Children and Youth, as well as Detective Paul Bertolami of the Swanzey Police Department, in helping to make the Child Advocacy Center in Cheshire County a reality. The Child Advocacy Center is already having a significant and positive impact on the investigation and prosecution of child predators.

The success of the attorneys in our office is directly related to the support received from our victim witness coordinators, Sarah Hoskins, Julie Short, and Cilla DeHotman. Sarah Hoskins is a victim/witness coordinator of vast experience. She is assigned to provide victim witness services to victims of domestic abuse and works primarily in the Keene District Court. Last year alone, Sarah worked on an excess of 210 new domestic violence cases, usually arising in the

Keene District Court. Sarah works closely with Assistant County Attorney McCormack, Assistant County Attorney Kilham, and Assistant County Attorney Lauren. Julie Short is in her third year of working as a victim witness coordinator for felony level offenses, and she is doing an excellent job. Julie previously served as the Office Manager in our office. Julie brings her talents to this challenging position and focuses much of her energy on providing services to victims in the Jaffrey/Peterborough District Court, as well as to victims of violent and non-violent felony crimes throughout the County. The newest addition to the victim/witness coordinator team is Cilla DeHotman, who joined the staff during 2008 (replacing long-time victim witness advocate Lyndi Horn). The Cheshire County Attorney's office is very lucky to have connected with Cilla DeHotman, who previously served as Director of Inmate Classification at the Cheshire County House of Correction. Cilla has significant experience in the field of corrections and in dealing with people who have been impacted by the Criminal Justice System. She brings a particular sensitivity and professionalism to her job. We are thrilled to have her as part of the team. All three of these talented people are invaluable to the success of our office and to law enforcement in general. They provide an important resource and point of contact for victims of crime and witnesses to crime in our County. Without the help and efforts of Sarah, Julie, and Cilla, this office would not be able to be as responsive to the needs of victims, witnesses, and law enforcement officers.

I want to close by particularly recognizing the tremendous efforts of our administrative staff: Laurie Burt, Chloe Grant, Gayle Buchanan, and Pam Kinyon, our administrative assistants. Both Chloe and Gayle joined the staff during 2009 replacing Gemma Lantry and Tricia Lachenal. Chloe and Gayle have quickly stepped in to make significant contributions to the office. We are fortunate to have both of these new team members. While the attorneys get the credit for their work in the courtroom, it is the administrative staff that gets us ready to go on a daily basis, often working under tight deadlines. These staff members are incredibly hard working and dedicated to the success of the office. They bring a positive attitude and a high level of professionalism to the office each and every day. At times, they are under appreciated and over worked, but at the end of the day, we all realize that they are invaluable in providing our finished product, which is service to all.

I look forward to the challenges facing the office of the Cheshire County Attorney in 2010. We anticipate facing financial and organizational challenges with respect to the current District Court Regional Prosecution Program, as the County continues to do its' best to respond to the requirements and hopes of the many towns in Cheshire County. I also look forward to the challenge of the ever increasing crime rate and the complexity of prosecutions, which continually come before our various Courts.

Respectfully submitted,

Peter W. Heed
Cheshire County Attorney

CHESHIRE COUNTY
REGISTRY OF DEEDS
Evelyn Stavrou Hubal, Register
33 West Street
Keene N H 03431

To the Citizens of Cheshire County

I hereby submit my annual report for the year ending December 31, 2009 completing my 35th year as Register of Deeds of Cheshire County.

Recording of documents, including foreclosures, were pretty even with the year 2008.

2009 Revenue collected was as follows:

Transfer tax	\$3,328,843.00
LChip tax	219,050.00
Recordings	481,485.00
Total	\$4,029,376.00

The county realized an additional \$141,605.36 from the 4% rebate for the LChip and transfer tax that the office collected for the Department of Revenue.

An additional \$27,384 was collected for the Equipment Account in 2009. This \$2 surcharge is a nonlapsing account established in 1993 and is separate from the general county revenue and is for the exclusive use of the Register of Deeds for the purchase, rental or repair of equipment. The surcharge also paid for our website, www.nhdeeds.com and the additional scanner.

With the convenience of viewing and printing documents in the privacy of their offices or homes, 60 firms subscribed to our internet service at a cost of \$50 per month. It has been well received. Several towns realized they could just down-load copies of the monthly transfers and were pleased they did not have to receive anymore paper to file.

The following chart is a reflection of the transfers reported to each town.

Alstead	141	Keene	698	Sullivan	32
Chesterfield	161	Marlboro	105	Surry	32
Dublin	51	Marlow	28	Swanzey	295
Fitzwilliam	182	Nelson	45	Troy	81
Gilsum	46	Richmond	85	Walpole	154
Harrisville	67	Rindge	247	Westmoreland	63
Hinsdale	202	Roxbury	10	Winchester	239
Jaffrey	278	Stoddard	115		

The staff were busy with various projects. Scanning of old books and plans into the system continued throughout the year.

The Commissioner's office, Admn. Wozmak and Finance Director Trombly were all helpful this year and their support was very much appreciated.

The job of Register is made easier when you have a staff that is supportive and attentive. I am fortunate to have such a group of employees and I thank them for all their efforts

Sincerely,
Evelyn Stavrou Hubal



OFFICE OF THE SHERIFF CHESHIRE COUNTY

12 COURT STREET
KEENE, NEW HAMPSHIRE 03431

TELEPHONE:
603/352-4238
FAX
603/355-3020

2009 ANNUAL REPORT

The year 2009 was a relatively quiet year at the Sheriff's Office. We had a full compliment of Deputies for the whole year as well as sufficient dispatch staff. One position in the front office changed but we were able to quickly find a qualified person to fill the vacancy. Under normal circumstances we are always in need of qualified people as staff members move on to better paying jobs.

In an effort to provide assistance to the towns of Cheshire County, the Sheriff's Office collaborated with Swanzey Emergency Management Director, Police and Fire Departments to be part of their emergency plans for the Cheshire Fair and Dilant-Hopkins Airport. Sheriff's Office Deputies and Communications personnel will train with Swanzey officials so as to provide law enforcement and communications manpower during the fair and for emergencies at the airport.

We also trained in Dublin with the Communications Section of the 12th Civil Support Team of the New Hampshire National Guard at simunitons firearms training. Besides the simulated live fire training for law enforcement, the dispatchers trained with military personnel who may assist us during an emergency.

The Sheriff's Office, Keene, Winchester, Swanzey, Jaffrey, Hinsdale and Rindge Police departments jointly applied for and received a \$209,000 grant to provide communication and other police equipment to those departments. The Sheriff's Office relinquished some of its share so that Hinsdale, Swanzey and Rindge would be able to totally pay for what they needed with grant money. The grant added one new radio site and upgraded one to the benefit of the whole county. In addition to the communications equipment the Sheriff's Office added internal and external cameras at the courthouse and is reviewing a card swipe locking system at Superior Court.

The Dispatch Center experienced an increase in calls from 42,696 to 43,366. On its face this does not seem to be a big increase but we have to consider that in 2009 there were no emergencies such as ice storms or flooding. Dispatch Center calls for service continue to increase.

By contract, the Sheriff's Office acts as the Police Chief for Gilsun and provides part-time law enforcement coverage to that town. This generates \$25,000 for the County. There is no duplication of services with any other law enforcement agencies; Sheriff's Office deputies respond as needed to assist with an emergency, or when requested by other agencies. We still assist with Pumpkin Fest, the Jaffrey Fire Works, the Clarence Demar Marathon and the Cheshire Fair.

In 2009, investigations increased by 54% from 55 to 85. Arrests increased by 10% to 350 as the deputies continue to work to clear warrants issued by the courts. Motor vehicle summonses, warnings and investigations increased by 150% to 1585. Civil process showed a 1% decrease to 3884. Prisoner transports increased 9.5% from 2641 to 2918. Involuntary Emergency Hospitalization transports increased from 62 to 64.

Law Enforcement personnel and civilian staff in the Sheriff's Office participated in 506 hours of training in the following areas during 2009

- Background Investigation
- Bridging the Gap Between Deaf & Hard of Hearing
- Care Trak Training
- Child Abuse & Neglect Protocol Training
- CPR & AED Certification
- CPR & AED Re-certification
- Domestic Violence Forms
- DOPPLER Radar Certification
- Felony DWI & Negligent Homicides
- Firearms Instructor Re-Certification
- NH Highway Safety Agency & Partners Traffic Safety Conference
- NH SPOTS Re-certification
- NHSP Sexual Offender Registration
- NHSP Terminal Agency Coordinator Training
- Pursuit Police Workshop for LE Officers
- Radar Operator Class
- Sex Offender Registry & the Adam Walsh Act
- TASER Electronic Control Device-Instructor Certification
- Fitness Duty Examinations & Contemporary Issues Facing L.E. Executives
- GLOCK Armorer's Course
- Handling Calls Involving the Mentally Ill
- IEA Training
- Interactive Use of Force Level II Simunitions
- Islam, Origins, Ideologies & Methods Associated with International Terrorists
- National Association of Extradition Conference
- NHTSA Child Passenger Safety Technician
- NIMS 700-A
- US Border Patrol Training

Sheriff's Office Personnel participated in the following community activities.

- Police Standards & Training Council
- Cheshire County MADD Chapter
- New Hampshire Special Olympics Law Enforcement Torch Run
- D.A.R.E. New Hampshire State Board of Directors
- The Prevention of Alcohol Abuse in Cheshire County
- SHEPARD Program
- New Hampshire Special Olympics Executive Committee

There are many challenges facing us in 2010 both economically and in law enforcement. We look forward to meeting those challenges and to providing quality law enforcement service to the citizens of Cheshire County.

Respectfully submitted,

Richard A. Foote
Sheriff

**CHESHIRE COUNTY SHERIFF'S OFFICE
SUMMARY OF ACTIVITIES
2009**

INVESTIGATIONS

RECEIVING STOLEN PROPERTY	1
LOST PROPERTY	2
ASSAULTS (by Prisoners, Aggravated, Simple & Sexual)	8
DRUG INVESTIGATIONS	9
MISSING PERSONS	1
CRIMINAL MISCHIEF	1
CRIMINAL THREATENING	2
CHILD NEGLECT	1
THEFTS (By Deception, Services, Attempts)	7
STALKING	1
DRIVING OFFENSES	2
DEPARTMENT ASSISTS	12
ALL OTHER OFFENSES	38
TOTAL	85

ARRESTS

CIVIL, CRIMINAL & CHILD SUPPORT	374
ASSIST OTHER DEPARTMENTS	12
TOTAL	386

TRANSPORTS

TO CHESHIRE COUNTY DEPT./CORR.	1,137
TO SUPERIOR COURT	438
TO DISTRICT COURTS	917
INVOLUNTARY EMERGENCY ADMISSIONS	64
TO OTHER AGENCIES, HOUSE OF CORR., ETC.	362
TOTAL	2,918

CIVIL PROCESS SERVED

CIVIL PAPERS & SUBPOENAS	3,838
COUNTY ATTORNEY SUBPOENAS	46
TOTAL	3,884

MOTOR VEHICLE

WARNINGS	1,187
ACCIDENT INVESTIGATIONS	10
SUMMONS	388
TOTAL	1,585

CHESHIRE COUNTY ALTERNATIVE SENTENCING PROGRAM ANNUAL REPORT 2009

Ten years ago a small group of concerned citizens and professionals gathered with a vision of providing a way to decrease the seemingly never-ending cycle of criminal involvement of certain individuals with substance use disorders. In 2001 that vision came to fruition with the creation of the Alternative Sentencing Program (CCASP) and has since expanded options to our local criminal justice system with the addition of the Mental Health Court Project in 2003 and the Day Reporting Center in 2008. These programs serve the community by linking individuals with substance use and mental health disorders to existing services in the community that enhances the integrity of the program's goals of promoting public safety, decreasing recidivism and helping to reduce the overcrowding at the House of Corrections.

This past year CCASP continued to develop it's treatment network. Our "Community Based Treatment" network grew from seven agencies and individual providers to a total of twenty community providers. The expansion offers a way for CCASP to promote a more favorable match between clients and service needs, expedite entry into treatment and increase the potential of successful and lasting outcomes. These additional providers make it possible for CCASP case managers to further develop individual interventions to target specialized treatment needs. For example, we have partnered with providers that utilize Eye Movement Desensitization and Reprocessing (EMDR) to treat individuals with complex Posttraumatic Stress Disorder (PTSD), and another provider that offers in-house counseling services for individuals who lack reliable transportation and/or have treatment needs regarding family dynamics. CCASP has also partnered with Dental Health Works who provide dental care for low-income individuals.

Another service CCASP began to work on in 2008 was cultivated and blossomed in 2009 through the collaboration with Keene Community Education. CCASP offers those who wish to earn their GED the opportunity to do so. This collaboration not only benefits CCASP clients but also those who are reentering into the community from CCHOC and had been participating in the GED tutorial opportunity while incarcerated. These individuals can complete that process through CCASP once they have been released.

The CCASP staff members are actively involved in system-level work groups (Offender Rehabilitation Support Team, Crisis Response Work Group, and Cheshire County Domestic Violence Coalition, to name a few) that focuses on public safety, public health, improving delivery and coordination of service needs.

During the last several years the State of New Hampshire continues to see the correctional facilities' inundated with individuals that are suffering from substance use disorders, mental health disorders and dual diagnosis (having both substance use and mental health disorders). The State Justice System began to look at options for this segment of their population. They organized special study committees to explore the use of "Problem Solving Courts" to effectively introduce treatment options as an alternative to incarceration. This brought what Cheshire County has been successfully doing for the last eight years to the eyes of State and regional officials. CCASP was invited to be a part of the Protocol Subcommittee for Mental Health Courts and was invited to speak to other counties and cities on the programs that we have

established. The New Hampshire Bar Association’s Mental Health and Disabilities Division also requested CCASP to educate them on the use of these programs.

STATISTICAL INFORMATION:

	CCASP	MHC	DRC
Total Clients since Inception	493	286	59
Number of Clients in 2009	48	77	31
Average Length of Stay (Days)	117	112	69
Rate of Successful Completion	96%	61%	92%

CCASP saw a 36% total increase in client referral/participation from 2008. The greatest increase was seen in the Mental Health Court Project (35 in 2008 to 77 individuals in 2009). It is worth noting that many of these individuals had both a substance use disorder and a co-existing mental health disorder and had never been diagnosed before. Further, we have noted that the complexity of mental health symptoms exhibited by individuals in the criminal justice system translates into a higher level of time-intensive case management.

Through a study of past and current statistical trends acrossed the country, it is not uncommon to see an increase in substance consumption and illegal activity during times of economic stress. It is this phenomenon plus the increased awareness within our Justice System in identifying these individuals that may account for the increase in client numbers.

TOTAL COST PER CLIENT PER DAY: \$21.24

RECIDIVISM STUDY: CCASP began collecting recidivism data in 2007 to determine whether our Problem Solving Court programs are successful. This study is based on gathering pre-and post-program arrest records as a means of capturing the arrest-history of individuals in the program. Arrest records are requested 12-to18 months post completion. This is a voluntary option for the clients. In 2007 and 2008 client were asked to participate in the follow up study on their last service day. It was discovered that due to staff errors and in some case premature case closings at the Court level the sample was not viewed as “statistically relevant” due to the small size. In 2009 the method of gathering the needed consent forms was moved to the beginning of their CCASP involvement. This gains a more statistically significant number for this on-going study.

	CCASP	CCMHCP
2008 follow up study participants:	16	10
(Pre-program) Number of arrest prior year	23	15
(Post program) Number of arrest one year after Program:	3	3

In closing I would like to thank the Cheshire County Commissioners, Delegation members and County Administrator, Jack Wozma for their on going support of this program. Without their guiding principle that given the chance and the right tools, people with substance use and mental health disorders can improve their lives, this program would not be here to help these

individuals. I would also like to thank the Staff for their hard work, persistence and dedication to these individuals and to our community for without their effort, this program would not be successful.

Respectfully submitted,

Michael H. Potter, M.Ed., MLADC

Director/Case Manager of Cheshire County Alternative Sentencing Program



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Capt. Kevin Clark, Director of Classification
Capt. Hank Colby, Director of Programs
Capt. Robert Hummel, Director of Training
Capt. John Mousseau, Director of Safety & Security

Annual Report 2009

The most remarkable item to report on is how extremely busy our staff has been planning for the new department of corrections. We have involved several staff members in the development of this project and their significant contribution is demonstrated by the outcome of a project that is what we expect.

As of the date of writing this report, it is also necessary to comment about the level of mourning that our staff endured over the last year. In a little over a years time we lost three very close members of our staff who perished far too soon - each a remarkable luminary and purveyor of civil servitude, strength and compassion. We lost Robert Huckins, Pastor and Robert Charney, first shift supervisor and Penny Davis who was my executive assistant for 17 years. We had far too little time to grieve the loss of these three great public servants and certainly, far too little time with them in person.

Doug Iosue has made extraordinary advances in developing a case management position within the jail. Doug's participation (and leadership in most cases) on many committees within the criminal justice system have helped to bring components of the criminal justice system together and improve our service to the community. The case management position has helped provide for better reentry in to the community and increasing the expectations of greater success than ever before.

I especially want to publicly thank CPT Rob Hummel for sharing his unique technical skill set as it applies to the development of the new institution and transition to it. Rob's skills were a tremendous asset to the development and design of many of the systems in the new institution and he is always coming up with new and innovative ideas to improve our design and operation. The new jail is expected to be completed by the end of April 2010 ~ the end of a long and arduous process and the beginning of a new era for Cheshire County's Criminal Justice system in the 21st Century.

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Mental Health Department Accomplishments in 2009

The Mental Health Department, coordinated by Barnes K. Peterson, Licensed Clinical Mental Health Counselor, Clinically Certified Forensic Counselor, collaborates closely with the Medical Services Office and the Departments of Case Management, Safety, Classification, and Programs to address the mental health, health care, rehabilitative, and safety needs of inmates. Barnes also serves in the Training Department as an instructor, providing annual training for the correctional staff in suicide prevention and the management of special needs inmates. In addition to the routine mental health services which are detailed on the following page, the Mental Health Department had the following accomplishments in 2009:

Collaboration with Antioch University New England

The Mental Health Department continued its collaboration with the Antioch University Psychological Services Center (PSC) that was initiated in 2004. Five doctoral-level clinical trainees provided mental health services for 24 male and female inmates in 2009. We currently have two PSC trainees that are providing clinical services for inmates.

We also continue to provide an annual internship for a masters-level intern from the Clinical Mental Health Counseling (CMHC) Program at Antioch University. Intern Mark Roberts offered individual counseling, and Anger Management and Relapse Prevention Groups during the Spring semester of 2009. Intern Elisabeth Gardner joined our staff in September and is currently providing individual and group counseling for our inmates. Elisabeth provided a Yoga/Stress Management Group for women and an Anger/Stress Management Group for men during the Fall semester of 2009.

All services provided by our interns and trainees from Antioch University are offered at no cost to Cheshire County. In addition to the PSC trainees, we intend to utilize CMHC Program interns each academic year to increase our capacity to meet the growing mental health and substance abuse treatment needs of our inmate population. Masters-level interns annually provide the CCDOC 600 hours of service. Due to the increased programmatic space at the new jail, we will be able to offer 2 mental health internships during the 2010-2011 academic year. The mental health internship opportunities at the CCDOC have become highly desired by CMHC Program students which allows us to attract highly competent students who are capable of providing excellent clinical services.

During the spring semester in 2009, Barnes offered a Forensic Counseling course for 10 CMHC Program students at the CCDOC. The course included the participation of inmates who

volunteered to tell their stories and to answer questions regarding their involvement in the criminal justice system. This course was highly praised by students and by the inmates who participated in the class. This course will be offered annually at the CCDOC.

Professional and Community Activities

Barnes continues to actively participate on the Mental Health Court Committee as well as the Offender Rehabilitation Support Team, a collaboration of Cheshire County organizations and social services providers that addresses issues associated with offender reentry and reducing recidivism. Barnes also serves on the Board of the NH Chapter of the National Association of Forensic Counselors (NAFC) which is dedicated to promoting the specialized skills of the forensic counselor and to providing training opportunities for forensic professionals.

Through his work on the Board of the NH Chapter of the NAFC, and in collaboration with our Case Manager, Doug Iosue, LICSW, Barnes coordinated a workshop led by forensic specialist Dr. Jack Bush in October. Dr. Bush has been a trainer with the National Institute of Corrections and a consultant to the Vermont Department of Corrections for more than 20 years. He is the primary author of the Cognitive Self Change Program which has been implemented throughout the Vermont DOC with exceptionally good results in changing the behaviors of violent offenders. The workshop, entitled "Forming a Collaborative Relationship with Offenders and Facilitating Enduring Change," was held at the Primex Building in Concord and was well received by the 25 forensic professionals who attended.

In the coming years, Doug and Barnes will be taking a leadership role in an effort to strengthen the collaborative relationships of forensic professionals from the 10 county correctional facilities in New Hampshire. They have been meeting routinely with the clinicians at the Sullivan County DOC to explore ways to enhance clinical and case management services. Forensic professionals from Carroll County, Strafford County, and Merrimack County Departments of Correction have expressed an interest in participating in these meetings. With the support of the NH Association of Counties, space at the Primex Building will be utilized and routine meetings will be held for all forensic professionals from the county correctional facilities. The intention of these meetings will be the facilitation of a collaborative process and information exchange that will enhance the mental health and rehabilitative services that are offered in county correctional facilities.

2009 Inmate Mental Health and Substance Abuse Statistics

65% of the inmate population received mental health services

Of the 300 inmates who received a mental health assessment:

- 0 inmates required transfer to the Secure Psychiatric Unit
- 2 inmates required transfers to New Hampshire Hospital
- 68% (205) required active mental health services (sessions every 1-2 weeks)
- 32% (95) required maintenance mental health services (sessions on an as needed basis)
- 58% (174) received psychoactive medication
- 51% (152) met criteria for co-occurring disorders (Axis I diagnosis co-occurring with alcohol and/or drug abuse or dependence)

74% (221) met criteria for alcohol and/or drug abuse or dependence
 41% (124) met criteria for alcohol abuse or dependence
 57% (172) met criteria for drug abuse or dependence
 25% (76) met criteria for opiate abuse or dependence
 62% (186) met criteria for a personality disorder (Antisocial 116; Borderline 41; Paranoid 6; Narcissistic 5; Avoidant 5; Dependent 2; PD NOS 11)
 9% (28) were assessed to be at high risk to attempt suicide
 9% (27) were assessed to be at high risk to be violent
 20% (59) were women
 14% (42) will reside outside of Cheshire County upon release

Inmates per age group who received a mental health assessment:

17-19	9% (26)	17-25	38% (114)
20-29	46% (18)		
30-39	23% (71)		
40-49	17% (51)		
50-59	4% (12)		
60+	1% (2)		

Case Management Services

Summary and Highlights:

Calendar year 2009 was the first full year of operations for Case Management Services. It was a busy and successful year, with the development and refinement of programming and initial procedures/protocols relating to:

- access, referral, and triaging of cases
- internal communications and collaboration with other departments,
- referrals to and collaboration with our partners and providers in Cheshire County
- documentation/record keeping.

Highlights include:

The finalization of a Pre-Release/Reentry Handbook that has been designed and individualized to our facility and the local community resources. This Handbook is routinely utilized with all sentenced offenders.

The development and utilization of a shared initial screening questionnaire, ("Inmate Self Assessment/Questionnaire") that is now initiated by Classification at their initial interview with inmates, handed off to Case Management, and when appropriate, shared with Mental Health.

Effective January 1, 2009 all record keeping for Case Management was converted from paper to electronic, using Spillman. At this time, Captain Hummell wrote a query/report that has allowed for the retrieval of the case management statistics on a monthly basis.

In February, we initiated a monthly visit from an employment specialist at NH Works (Disability Program Navigator). Since this time, she has co-facilitated, with the case manager, a monthly seminar on Employment Assistance and Resources.

In June, we developed and launched a monthly group on Release-Reentry Planning, co-facilitated with Judge Richard Talbot.

In September, we implemented a protocol for “Brief Intervention with Protective Custody cases.” All Officers were trained to briefly check in with outgoing PC individuals, providing a handbook of information and resources on alcohol abuse, including counseling options and a schedule of local AA meetings.

Throughout the year, the Case Manager has continued to maintain involvement and represent CCDOC on various community groups and committees. These include: the Keene Elder Wrap Group; the Social Capital Workgroup of the Vision 2020 Project at Cheshire Medical Center; the All-R-Kids Advisory Board; serving on the Chief Justice’s Task Force on Housing (Judge Ed Burke); and serving as Secretary of the Cheshire County Domestic Violence Coalition.

In January 2009 the Offender Rehabilitation Support Team (OREST) held it’s first meeting. This multidisciplinary group, facilitated by the CCDOC Case Manager has met on a monthly basis with the primary mission to:

- Review and collaborate on multidisciplinary treatment planning for “high utilizers” and more complex offenders
- Share information and ‘network’ about local programs, services and community resources
- Address opportunities for systems, policy or legislative changes and improvements with regard to the interface between the criminal justice and mental health/social service partners.

The group has expanded its’ membership steadily over its’ first year and now includes representation from the following entities:

Cheshire County Department of Corrections	Monadnock Family Services (MFS)
Cheshire County Alternative Sentencing Program	Familystrength
Cheshire County Public Defenders	MAPS Counseling Services
Cheshire County Attorney’s Office	Phoenix House
Cheshire County Victim’s Witness Advocates Associates	Community Improvement
NH Department of Corrections-Probation/Parole	Antioch University New England
Division of Children, Youth and Family Services (DCYF)	Southwestern Comm Services
Aids Services of the Monadnock Region	NH Works/Unemployment

Case Management Services Statistics: (January 1, 2009-December 31, 2009)

<u>Total new cases:</u>	365	
<u>Gender:</u>		
Male:	308	(85%)
Female:	57	(15%)
<u>Sentencing Status:</u>		
Pre-sentenced:	158	(43%)

Sentenced:	195	(53%)
Dual:	9	(2%)
Federal:	3	(1%)

Referral Source:

Standard (Sentenced Inmate):	53%
Self (Inmate request):	19%
CM (Triage of higher need PS Inmate):	16%
Mental Health:	7%
ICS:	3%
Outside provider/support:	2%

Level of Case Management Service:

Full Assessment/Release-Reentry Plan:	269 cases	(74%)
Brief/Focused Intervention:	96 cases	(26%)
Total # follow up sessions:	1,826	
Total # Collateral Contacts (phone, email):	799	

Inmate/Offender Profile (Data/Statistics at Case Management Intake):

Primary Presenting Concerns/Problems:

Alcohol/Drug	61%
Mental Health	16%
Basic Needs	12%
Employment:	7%
Housing:	4%

Level of Service Inventory-Revised (LSI-R):

Low Risk:	16%
Low/Medium Risk:	27%
Medium Risk:	32%
Medium/High Risk:	18%
High Risk:	7%

Housing Status at Intake:

Homeless or potentially homeless:	20%
Stay with friend:	10%
Stay with family member:	37%
Rents a room:	4%
Rents an apartment:	22%
Owens a home:	7%

Employment Status at Intake:

Disabled (on SSDI and/or SSI):	13%
Unemployed (min. willing, capacity to work)	14%
Unemployed (willing to work; job search)	41%
Possible employment/strong lead	14%

Employed (position secure at release)	18%
<u>Family/Support System Status at Intake:</u>	
Minimal (few, available, positive supports)	30%
Moderate (some available, positive supports)	45%
Strong (signif available, positive supports)	25%
<u>Health Insurance Status at Intake:</u>	
Uninsured:	74%
Private insurance:	10%
State/Federal (medicaid and/or medicare)	16%
<u>Financial Resources at Intake:</u>	
Significant Debt (\$5,000 +)	49%
Moderate Debt (\$1-\$5,000)	24%
Even/neutral finances	19%
Moderate Savings (\$1-\$5,000)	5%
Significant Savings (\$5,000+)	3%
Release-Reentry Patterns (Data/Statistics at point of Release-Reentry)	
<u>Completed Referrals at Release-Reentry:</u>	
Housing (Shelter, Transitional Housing, Applications for Assistance):	28
Alcohol/Drug (Residential Level of Care):	15
Alcohol/Drug: (Outpatient Level of Care):	56
Mental Health Services:	42
Employment/Vocational Support:	75
Basic Needs/Assistance: (Food Stamps, TANF, SSDI, Medicaid, Transportation)	68
<u>Offenders Released to Monitoring/Court Ordered Programs:</u>	
Probation:	128
Cheshire Academy/Adult Offender Program	20
CCASP/MH Court Program:	36
<u>Recidivism: (All Offenders)</u>	
% - First Incarceration at CCDOC:	31%
% - 2 nd or more Incarceration at CCDOC	69%
<u>Recidivism: (within Case Management Services)</u>	
% -First Involvement with CM	80%
% -2 nd or more Involvement with CM	20%

Disposition: County/State	
% released within Cheshire County:	81%
% released to Massachusetts:	6%
% released to Vermont:	6%
% released to Sullivan County:	2%
% released to Hillsborough County:	2%
% released to other NH County:	2%

SAFETY AND SECURITY

Total bookings for 2009:

Total: 1291

Males 1065
Females 223

Pretrial 627
Pretrial Elec. Mont. 3

Sentenced 283

Weekends 19
Federal Holds ` 16
Dual Status 14
Hold for NHSP 6
Other – Extradition,
Ice, etc. 7

Protective Custody 316
Males 249
Females 67

TOTAL ASSAULTS:

Inmate on officer 3
Inmate on inmate 10
Suicide attempts 3
Investigations 4
Use of Taser 0
Use of Pepper spray 6

TOTAL DISCIPLINARY REPORTS

Major 344
Minor 166
Dismissed 6
Guilty 270
Not Guilty 69

TRANSPORTS

Court / Atty requests 15
PC Drop in Keene 38
Medical Emergency / appt 157
Agency – other 10
TOTAL 220

PROGRAMS

Cpt. Colby conducted tours for 179 individuals and provided 6 public speaking engagements. The following groups were toured through the Westmoreland facility:

St. Bernards Church, Antioch New England Graduate School, Keene State College, Monadnock Family Services, Victory High School, League of Women Voters, Norwich University, Keene Community Kitchen, NH Juvenile Services.

WORK RELEASE:	19
ELECTRONIC MONITORING:	8 sentenced, 3 pretrial
Current number of volunteers:	101
Programs:	18
Successful GED exams:	10

257 inmates provided Labor for:
Cheshire Fair Association
Cheshire YMCA – Camp Takodah
Keene Transfer Station
Town of Nelson
Town of Marlborough
NHDOT Roadside clean up – Westmoreland

Summary:

All staff members and offenders are eager to move in to the new department of corrections. While there is a committee to study use for the old jail in Westmoreland, no decisions have yet been made.

Cheshire County is extremely fortunate to have the number of quality and dedicated staff who makes the operation a successful and safe institution in spite of magnificent odds. I have never worked for a more professional group of employees.

Respectfully submitted,

R.N. Van Wickler
Superintendent

COMPUTER OPERATIONS ANNUAL REPORT 2009

Cheshire County Computer Operations provides computer hardware/software and phone system support for all County departments in 6 different locations. This includes 135+ workstations/Thin Clients/Touch Screens, 8 data/application servers, 3 phone system servers and 160+ physical extensions.

This department handles all aspects of day-to-day support for County computer and phone system users. We are responsible for all network and phone wiring, setting up network and email accounts, installing and configuring desktop and server software, maintaining a County-wide anti-virus system and administering the nightly backup on all servers. Troubleshooting and maintenance of all hardware and software is provided on an as-needed basis. We also provide 24/7 support to the Sheriff's Dispatch Center through a rotating on-call system.

In addition to our daily routine, Computer Operations is involved in many projects throughout the course of the year. For 2009 these included:

- Kronos Advanced Scheduling on-line.
- Abaqis, a computer based Nursing Home survey prep tool was implemented.
- Access database applications built for Safety and Infection Control Departments
- Upgraded fiber link between Courthouse and 33 West Street, greatly improving backup times and enabling full systems backup every day.
- Configured, tested, and implemented cellular modem remote desktop access for Sheriff's department to support use of IMC and record keeping in the field for the deputies.
- Configured Dispatch center to use multiple monitors and multiple network cards in one computer to reduce the number of computers thereby reducing points of failure and saving space, electricity, and reducing heat generation.
- Configured and installed IMC Switch computer that integrates SPOTS and IMC data for Dispatch software.
- New copiers installed in Finance, Attorney's and Regional Prosecutor's offices. These units were configured for direct to desktop scanning and faxing.
- Moved Medicare interface from dedicated dial-up line to Internet access thereby reducing costs and decreasing the receivables cycle.
- Installed Windows Server Update Services (WSUS) on Keene and Westmoreland servers. This ensures that workstations and servers have the latest software security updates from a single point of administration.

Computer Operations is continually researching and testing new technologies to meet the ever-increasing information needs of the County.

In May, during the early days of the H1N1 outbreak, the MACE was activated at the request of The Greater Monadnock Public Health Network. This department setup phones and computers in support of the operation. Staff and volunteers were trained in the systems use. The MACE remained open for 8 days.

In the fall, work began designing the data and phone infrastructure for the new jail. The new systems will add an additional 65 phones and 22 workstations to the County's existing network. The RFP was written and put out for bids.

First Choice Communications and Symquest were chosen as the phone system and network vendors. Time Warner was chosen to provide fiber optic connectivity between the new facility and the existing County network as well as to the Internet. This department will support the phone and data systems when the new facility opens.

I continue in my role as the County HIPAA Security Officer and provide training at the bi-weekly orientation sessions at Maplewood. New employees attend before starting work in their various departments. Current employees are required to attend annually.

I serve as the Vice President of the Maplewood Auxiliary Association.

I would like to extend my sincere thanks to the County Delegation members, County Commissioners, Elected Officials, County Administrator and Department Heads for their support of the Computer Operations department.

In addition I would like to thank Tracy Pahl and Rod Bouchard for their continued hard work and dedication to this department's mission

Respectfully Submitted,

Douglas Scribner
Computer Technician
Cheshire County Computer Operations

Cheshire County Facilities 2009 Annual Report

Maplewood Nursing Home

In 2009 the Facilities Dept. completed over 3500 work orders. Normal problems such as plugged sinks, leaky plumbing, inoperative beds and equipment repairs make up the bulk of work orders.

We installed heat lamps in ceilings of three tub rooms to make residents more comfortable when bathing.

Painting was completed in the shade house and the screen house.

Our Life Safety inspection by the state went well with only minor infractions found.

Water Treatment Plant

The upgrade to the bedrock well was completed in 2009. This gives us a reliable back up water source for the Westmoreland Complex.

Wastewater Treatment Plant

Upgrades to the lagoons at the WWTP have been approved by the State Dept. of Environmental Service. This project will be completed in 2010. E-coli violations necessitated the upgrade.

Superior Courthouse

We replaced a twenty-ton A/C unit on the roof of the Courthouse in 2009. We also had to replace a power transfer switch. Both of these necessary replacements were due to an accident that happened on Winter St.

Administration Building

The fire alarm system was obsolete and was replaced.

Respectfully submitted,



Facilities Manager

Cheshire County
Human Resources Department
Annual Report
2009

The Human Resources department is responsible for providing Comprehensive Human Resources leadership for the County and staff personnel. The Human Resources department consists of a Human Resources Manager and a Human Resources Assistant. We continues to implement and administer the County's personnel program in accordance with the provisions of applicable laws, rules, regulations, policies and procedures. We work continuously to serve the 400+ employees of Cheshire County.

New Hires and Terminations of 2009

Human Resources is actively involved in overseeing the County's hiring and termination process. In 2009, the Human Resources department advertised, prepared job postings, screened applicants for vacancies and coordinated the selection of the positions.

Total number of applicants hired for Cheshire County in 2009	=	138
Total number of employees terminated from Cheshire County in 2009	=	114

EAP – Employee Assistance Program

Human Resources in conjunction with Cheshire County Management promotes an Employee Assistance Program to its employees and eligible members of their immediate household. Contractor, Anthem Blue Cross/Blue Shield, is in the business of administering Behavioral Health Risk Management Services, including Employee Assistance Programs, Work/Life Management Programs, Behavioral Health Disability Management Programs and Managed Behavioral Health Care programs on behalf of employers.

The following report summarized the Employee Assistance Program activity for Cheshire County from January 1, 2009 to December 31, 2009. The contact utilization rate for this year was 38%. There were 32 new requests for service through our call center. There were 4 new management consultations regarding work performance issues. There were 5 case management cases due to work performance issues. Most cases (96.88%) were routine in nature, meaning they did not require urgent or emergency intervention. Once case (3.13%) was categorized by EAP intake staff as emergent, requiring immediate attention.

There was 1 on-site training provided in 2009. Review of training evaluations revealed the training was well received by participants.

Recruiting & Networking

Recruiting efforts for 2009 included attending job fairs in the Cheshire County area. Human Resources continues to promote Cheshire County Government as a premier employer in the area. In addition to the Cheshire County website and various other NH job sites, we continue to network with local area businesses, and have been successful in posting employment opportunities at various localities.

I am a member of the Greater Monadnock Society for Human Resources Management Association and attend the monthly Chapter meetings held in Keene. The GMSHR is a non-profit organization dedicated to providing professional development opportunities and networking to local HR professionals. Monthly chapter meeting topics vary from nuts-and-bolts program design seminars to more advanced HR strategy discussions.

I also attend the New Hampshire Association of Counties Human Resource Affiliate meetings in Concord. Various HR Managers and Directors throughout the Counties are in attendance at these meetings. General topics of discussion at these meetings are:

- NH Retirement System
- Labor Law Updates
- County policies and procedures

Employee Newsletter

The monthly Employee Newsletter continues to be a benefit to all staff. It provides recognition to our Employee of the Month at Maplewood Nursing Home, boosts morale, improves employee relations and educates employees on upcoming events within the County.

Various County departments provide information for the newsletter and we look forward to their continued support in providing the Human Resources department with information for the Newsletter.

I would like to thank and recognize Emilee Patenaude, Human Resources Assistant for her tremendous effort throughout the year as my Assistant. I would also like to thank the County Commissioners, Elected Officials, County Administrator, Department Managers and co-workers for their support of the Human Resources Department. I look forward to working and serving all departments in 2010.

Respectfully Submitted,

Wendy Hurley
Human Resources Manager

HUMAN SERVICES DEPARTMENT ANNUAL REPORT FOR 2009

To the Honorable Board of Commissioners and Citizens of Cheshire County. As Human Services Administrator for Cheshire County, I hereby submit my report for the year ending December 31, 2009.

In the past, the Human Services Department has been responsible for meeting the needs of the elderly, the disabled, the infirm and the youth of the county who qualify for certain state programs. However, legislation which became effective on July 1, 2008 changed for both the state and the county in two ways: the state assumed the county's share of payments for Old Age Assistance, Aid to the Permanently and Totally Disabled, Provider Payments, Division for Children, Youth and Families and the Department of Juvenile Justice; and the county's share of costs for Medicaid eligible individuals in nursing homes and on the HCBC (Home and Community Based Care) Program doubled---from 25% to 50% of the non-federal share. The state no longer pays towards these costs. As part of this legislation, for fiscal years 2009 and 2010 the county will pay no more than what it would have paid for all of the above-mentioned programs. Beginning with fiscal year 2011, the county will be responsible for payment of **all** actual costs for nursing home residents (less any personal income) and individuals in the HCBC program.

Cheshire County paid \$4,965,309 for those individuals residing in nursing homes who are eligible for the Medicaid Program.

Cheshire County paid \$1,228,237 for the costs of various medical services for those individuals who are in the HCBC (Home and Community Based Care) program. To be eligible for this program, individuals must meet the medical criteria for nursing home admission. This program allows people to stay in their own living environment (i.e., home, apartment, etc.) with various types of medical services instead of entering a nursing home.

INCENTIVE FUNDS:

For the last several years, the ten counties in New Hampshire have been receiving funds from the Department of Health and Human Services known as Incentive Funds. These monies have been used to fund programs at the local level designed to prevent out-of-home placements of children. Due to legislation referenced above, counties no longer receive these funds.

Respectfully submitted,

Mimi Barber, Human
Services Administrator

Annual Report for 2009 Maplewood Nursing Home

Each annual report warrants a review of our mission at Maplewood Nursing Home and our service to County residents. Part of our work is to provide in-house therapy and Skilled Nursing care to rehabilitate our elders and chronically ill, so as to return as much function as possible and to discharge them back into the community. Part of our work is to serve the needs of residents who have challenging behaviors to the extent that most other homes are unable to admit them. Our main focus remains on meeting the variety and range of needs of community members who require long term care and who, for the most part, have Medicaid as their funding source.

In the State of New Hampshire, the nursing home industry continues to support reintegration of nursing home residents back into the community whenever possible. This philosophy increases nursing home turnover and presents a challenge to the parallel objective of keeping beds full. In 2009, we helped discharge 42 residents into the community. We admitted 94 residents and experienced 54 deaths.

Recruiting qualified staff remains a big challenge. There continues to be a nursing and therapist shortage throughout the country. LNA's (licensed nursing assistants) remain the largest single group with the highest turnover, and in 2009, this rate was 31.9% at Maplewood Nursing Home. This was calculated based on the average total of LNA's (103.5) that filled the 75 FTE (full time equivalent) positions (including both part time and per diem staff), and using the figure of 33 LNA turnovers. In comparison with some studies since 2000, the service industry overall reports 20% turnover and more than a 50% turnover in long term care facilities. The American Health Quality Association reports annual turnover rates of 71% throughout the USA for LNA's, based on its 2004 study.

Our dentist with whom we have contracted for the past three years retired in December of 2009. We are embarking upon a new contract with a professional association that offers mobile dentistry services to nursing homes across the State. Providing dental assessments/care to Medicaid residents remains a requirement for nursing homes, despite the lack of State funding or reimbursement.

The Activity Department had a very productive and busy year. Activity staff offered programs per regulation throughout the day and evening, seven days a week, every day of the year except for two. Activity staff plan most weekly programs to meet specific needs, interests, and abilities of residents living on three different floors. Often during the day there may be four different programs occurring at the same time. Activity staff also strive to meet individual needs and interests through small focus groups or on an individual basis, especially for residents who do not have their leisure needs met in the larger planned schedule of events. Staff, along with volunteers, routinely provide and document 1 to 1 visits and activities for approximately 60 residents two to three times weekly.

We offer a diverse variety of activities, and encourage resident participation in planning our programs. Some of the more popular programs include community trips. Residents enjoyed dining at many area restaurants, going on shopping trips, bowling at Yankee Lanes, attending

Sunday movies at the Keene Cinemas and Sunday evening band concerts on the Green in Walpole, and rooting for the Swamp Bat's baseball team in Keene. Other trips included: the Magic Wing's Butterfly museum in Deerfield Mass, a foliage and lunch trip on the Green Mountain Flyer train, Keene's Pumpkin Festival, picnic trips, fishing trips, Classic Car Night at Stuart and John's, participation in the Senior Olympics, and scenic bus rides for ice cream or to enjoy the sights. All of these programs take an incredible amount of planning and coordination. Each trip is a huge amount of work and responsibility for the staff who must keep the residents safe and meet each resident's needs during the time they are away from the facility. The dedication of staff who offer these many community trips, while providing topnotch quality of care and quality of life for the residents, must be noted.

We also offer community involvement by welcoming the community into Maplewood. This primarily occurs through our volunteer and entertainment programs. This past year our volunteers logged 2,411 hours, averaging 200 hours monthly. These numbers do not include additional groups of volunteers who come in to provide entertainment and to make visits. These groups include: The Cheshiremen, the Nelson and Westmoreland Bands, groups of children from the Westmoreland school, Girl Scout groups, the Fall Mountain Regional High School band, line dancers and square dancers, a dog club show on the patio, a children's dance studio performance, the Keene Bell Ringers and many smaller groups of musicians and volunteer entertainers. Our volunteers assist us with activities such as community trips, visits, pet visits, card games, reading aloud, book cart visits and letter-writing. Other volunteers assist with the monthly clothing sale, mending resident clothes, or assisting with the dining program. This year the Homestead Garden Club came in to assist residents in making their own fresh flower arrangements, and again to assist residents in planting flowers in the raised beds and in other areas to help make the patio a beautiful place to visit and spend time.

Our Activity staff also work with residents on horticultural projects that provide a sense of accomplishment and beauty. We worked with several residents this past summer to plant, care for, and harvest vegetables from our Maplewood "Victory Garden". Harvested vegetables were shared and enjoyed by many residents, to the proud delight of the resident gardeners.

During the summer we hosted three COTA (certified Occupational Therapy) students from River Valley Community College. These students were a welcome addition to our Activity team, and brought energy, diversity, and ideas to our Activity Department. They worked effectively with our staff to help meet resident needs while gaining experience in the field of human services.

Our 2009 special events included our Annual Christmas Pageant, Annual Variety Show, Annual Summer Carnival, Fall Craft Fair, and Annual Apple Days. Residents also enjoyed special performances by the Pontine Theater and by the Senior Swingers, a Veteran's Recognition program, and Animal Farm Day. We also hosted a very special event for one of our residents who turned 114 and is currently the second oldest known person in the world.

As part of our mission to provide a diverse environment, the activities department manages a pet program with pet residents as well as pet visitors. We also invite and encourage children to visit Maplewood to interact and spend time with the residents. Halloween is an occasion when children, staff, and residents enjoy appearing in costumes. Staff engage residents in projects to

enhance their environment both with seasonal decorations and with donated artworks, such as wall hangings by the Cheshire Quilt Guild and gifts of paintings. The Auxiliary Association met its fundraising goal set two years ago to purchase two 50 inch flat screen TVs for the resident dayrooms. Money was raised through two walk and roll-a-thons, and by one resident in particular.

Spiritual needs are addressed through visits from area clergy as well as Maplewood's Chaplain, Robert Freeman. Chaplain Freeman also offers a weekly interfaith Sunday church service, a weekly Bible study group and monthly memorial services. We also offer weekly Rosary services and a monthly Catholic Mass. Our Chaplain is also available as needed to offer individual spiritual counseling for residents, staff, and family members.

Doreen Sheltra has been our Director of Nursing for nearly two years, and Theresa Woolbert has been our Assistant Director of Nursing for a year and half. Our three RN managers are: Lisa Clouet, Diane Glode, and Robin Martin. Our annual Department of Health and Human Services (DHHS) survey occurred during October, and our results reflected the significant improvements that have been achieved over the past two years. Although we were cited for some issues, the scope and severity were low, and the survey team was very complimentary about our achievements. We are now preparing for upcoming federal changes in our interdisciplinary assessment (called the MDS) and simultaneously must plan for the change in survey procedures under the new "QIS Survey".

Over the past several years, Maplewood had been preparing for "all hazards planning" with our health care community. With the breaking news of a pandemic influenza virus (H1N1) circulating the globe beginning in April 2009, our Emergency Preparedness team led by our Quality Improvement Coordinator and Safety Officer, sprang into action. We followed governmental instructions received daily, and sometimes hourly, from DHHS for guidance on our expected course of action. We began immediately to get information out to our staff, residents and visitors through training, postings, and mailings. We educated staff on signs and symptoms, how to educate people about the virus, and which medical symptoms would indicate an emergency situation. In addition to our Infection Control policies to reduce transmission of the illness, we developed a screening checklist for staff to identify flu-like illness and instructed staff to stay at home until no longer contagious. During the 2009 peak of this illness, it was a challenge to maintain staffing levels. We kept resident census at a level to ensure all residents remained safe and that we could meet their needs. By early December, over 70% of our staff had been vaccinated.

While the H1N1 virus did not directly affect our resident population, per government instructions, we vaccinated specific residents and discussed with them why they were not considered at high risk for contracting it. In 2010, we continue to follow closely the World Health Organization and the Centers for Disease Control to monitor for any possibility of a third wave of the H1N1 virus.

The Occupational Therapy Department is comprised of three staff: the OT Director (OTR/L), an OT Assistant(OTA/L), and an OT Aide (LNA). OT works cohesively with the rehabilitation team disciplines (Speech and Physical Therapy) as well as the Nursing and ancillary departments

of MNH. This past year the Rehabilitation Department initiated a monthly interdisciplinary meeting incorporating a monthly inservice. Inservices are presented by any member of the rehabilitation team to share new information gained at conferences or to review standards of practice. New skills were introduced using the Wii interactive gaming console and aquatics therapy. Occupational Therapy directs group classes for residents to improve strengthening, coordination, and balance. These classes have been successful in maintaining residents' level of function and in prevention of falls over the past three years. Some residents from the original 2006 classes continue to participate three times a week, with reports of increased strength, endurance and confidence. Several regular participants have improved sufficiently in their gait and balance scores to upgrade their level of independence in walking. OT also leads stretching classes for ALF and Maplewood residents twice weekly for those not able to participate in the strengthening classes.

Falls in nursing homes are a focus of State surveys and after the nursing home industry was mandated to eliminate restraints, a rise in falls resulted nationally. In prior years, Maplewood logged up to 50 resident falls per month. In 2007, this dropped to 421 falls (35/month average), and in 2008, dropped further to 340 total falls (28/month average). In 2009, falls declined to a total of 255, for a 21 falls/month average, and we had one stellar month with only 9 resident falls. Falls at MNH have shown significant decline since 2006, and falls reduction remains an interdisciplinary focus.

It is exciting to announce that the Director of Physical Therapy position was filled during the last quarter of 2009. Laurel Moody, a Westmoreland resident, has come in to manage the PT Department and to coordinate the PT needs of residents. I would like in particular to thank Sandra Davis, RPTA, who has led the PT Department as interim PT Director since December 2007. Sandy was honored in 2008 through the State's recognition of her as County Nursing Home Employee of the Year.

2009 was a busy year for the Speech Therapy Department. In January, a University of Mass, Amherst student, began an internship, and she and another Speech Language Pathologist (SLP) were hired to cover resident needs during our ST Director's planned absences. Speech therapy primarily focuses on the ability to express and receive communications with others and the ability to safely swallow food. Evaluations of residents have increased at MNH, along with education to family and staff. All new residents are now evaluated for baseline levels of function while ensuring that safe swallow and communication skills are present. Speech Therapy is provided when necessary to augment/maintain or to prevent problems with communication and swallowing. The ST department has taken on additional responsibilities in training Ward Aides for feeding and positioning, and staff has demonstrated increased awareness of swallow function and disorders. The result has been improved resident care and safety and appropriate referrals for SLP evaluations and possible treatments, most of which are billable under Medicare.

2009 census at the House of Corrections (HOC) was high, resulting in the production of 138,387 meals. This was 17,602 higher than in 2008 and significantly impacted the food budget. In total, 252,955 meals were produced in the Maplewood kitchen for residents of the nursing home, ALF apartments, HOC, and their staff, including Facilities. In 2009, the dietary department, in conjunction with the dietician, overhauled the menu to better meet residents' needs and requests.

This year, “Butterflies are free” was introduced by Teresa Speaker, Social Services Director. This is a program offered to residents who are declining, but not yet ready for Hospice. The SS Department again held its “FISH” day program, which enhances morale throughout the building. Efforts continue to convert some of our resident rooms into “end of life” care rooms with fresh paint and home-like touches. In early 2009, the SS Department re-assumed coordination of admissions procedures.

Compared to 2008, when the Environmental Services Department hired 15 new employees, staff turnover decreased and only 4 new hires were needed in 2009. We have found that by extending the operating hours in the wash room, more soiled laundry can be processed, and this has eliminated the piles that accumulated, and subsequent problems. The annual window cleaning project was completed again in 2009, and has remained a challenge since the building addition in 1998. We replaced the worn drapes in the private resident rooms, which enhanced the appearance of the end of life care rooms. The ES Department has been better able to meet the demands of its daily workload by being fully staffed during the last 4 months of the year.

In response to concerns raised both by residents and State surveyors, we continue to improve our residents’ dining experience. Residents were receptive to a trial use of home-style tablecloths in the dining rooms during the summer. In November we ordered better quality table linens for the Family Style Dining Program, including vinyl covers to prevent soiling and to preserve the linens. Dryers installed in 2008 have reduced our use of fuel oil and water use, and made improvements to the waste water; however, the use of chemicals did not decrease as originally predicted. MNH continues to work as a team to look at ways to reduce chemical costs, while ensuring avoidance of Infection Control issues. Laundry weight totals were 603,000 lbs. of which 142,000 lbs. were for the jail which accounted for a 24,000 lb. increase from 2008. Mechanical improvements in air circulation, combined with a cooler summer, allowed us to continue laundry operations without the need to occupy any meeting rooms.

Our first experience in working with a labor union (AFSCME) on collective bargaining continues to occupy the time of the County Nursing Home Administrator, the County Finance Director, and the County Human Resources Manager, as we continue to “work at the table” to complete our first contract.

In November 2009, Warrenstreet Architects, PA, presented a report of their completed feasibility study findings to the delegates. This report was based on their study conducted in the summer of 2008, including an engineers’ assessment of Maplewood as a whole to determine the overall status of the building. Their conclusion cited numerous infrastructure and building system issues that need to be addressed, as would be predicted in a 35 year old facility that logs well over 12,700 visitors a year. This has raised both the question of capital expenditure and timing, as well as how to manage major replacements of aging systems (such as water and wastewater pipes) while maintaining full resident occupancy. No decisions were made at the meeting, but many topics for discussion were raised. These include the County’s century old mission of serving the needs of its aging and disabled population; and currently those of its Medicaid residents. At present, the County is responsible for the 50% non-federal share of Medicaid funding for all Medicaid residents of MNH, as well as in all other nursing homes within the

County. Counties are not required to own or operate a nursing home, and this question will certainly be pondered over the course of the next fiscal year.

Each year I am humbled by my experience of working with such a wonderful and dedicated staff. A written report cannot do justice to describing what, as a team, we actually do to ensure that “quality of care meets quality of life” in the delivery of care and services to our residents. The nursing home industry is very strongly regulated, and still often negatively portrayed in the media. The reality of caring for our frail, elderly, and chronically ill residents is costly and challenging, and there are few people who have a calling and depth of inner resources required to work in this environment. The moments of praise and gratitude that staff receive from residents, families, and visitors who see what it is like to be in this environment are often their basis for getting through the tougher days. I can’t thank our staff enough for all that they do each day of the year to care for and to contribute so much to the lives of our Maplewood residents.

Respectfully Submitted,

Kathryn Kindopp, B.Sc.P.T., NHA

**Safety Office
Annual Report-2009
Safety Officer**

Thanks to all who made 2009 another notable year for Safety and a special thanks to the Maplewood Complex Safety Committee and Cheshire County Joint Loss Management Committee for their dedication to safety.

Disaster and fire drills were held in accordance with state and local regulations. The County has a more active role in the Greater Monadnock Public Health Network including membership in the Regional Planning Committee and the Healthcare Workforce Summit. The Safety Officer assisted with setting up the MACE (Multi-Agency Coordinating Entity) at the County Courthouse and volunteered at many of the H1N1 free clinics offered across the region. This region led the state of New Hampshire in number of clinics and total number of vaccinations given.

Education continues in the Safety Department as appropriate. The Workers Compensation and the Temporary Alternative Duty program, managed by the Safety Officer, are current on the compensation process and are in compliance.

The Safety Office is fortunate to maintain a relationship with Keene State College and the Safety Program. Because of this, the County has been able to participate in college projects and the Capstone course, which all Safety students are required to take before graduating. This year the college assisted with pandemic planning.

The Joint Loss Management Committee and Maplewood Complex Safety Committee have worked hard on many complex issues. These individuals deserve to be recognized for their dedication and faithfulness, taking time out of their busy days to attend meetings or inspections and bringing forth issues that are brought to them by other co-workers. Both committees are vital in supporting and increasing awareness of workplace safety.

Respectfully Submitted,

Pamela Fortner, Safety Officer

Cheshire UNH Cooperative Extension is part of the educational network connecting University knowledge and research to local residents. We provide individuals, families, businesses and communities with direct access to research based knowledge from the University of NH and from land grant universities across the country. Cheshire UNH Cooperative Extension's two major program areas—natural resource and family-community-youth-focus on topics that include community education, child care and development, wildlife management, 4-H youth programs, nutrition and food safety, farm and forestry practices, environmental quality and more.

The local communities have been the center of UNH Cooperative Extension program efforts since its establishment by Congress in 1914. Cheshire UNH Cooperative Extension is one of ten county offices that link the University to local communities. People may drop in or call for information, participate in programs presented or coordinated by Extension Educators, or access information via the county office web site at <http://extension.unh.edu/Counties/Cheshire/Cheshire.htm> or the more extensive state site at <http://www.extension.unh.edu>. We offer up-to-date information to help residents make informed choices, answer questions, and help solve problems. We work diligently to identify those issues critical to Cheshire County residents and to formulate non-formal education programs addressing those issues. Cheshire UNH Cooperative Extension helps individuals improve their health by changing their diets, helps families better manage their time and money, helps communities solve environmental or economic problems, help the food and agricultural industry keep up-to-date with developing technologies, and helps youth become tomorrow's leaders.

For more information on our programs call us, visit our web site or stop by our office. Our office hours are Monday through Friday from 8:00am to 4:30 pm.

Members of the Cheshire County UNH Cooperative Extension Advisory Council

Jeanette Bergeron, Keene	Tammy Miller, Westmoreland, Treasurer
Marilou Blaine, Alstead	Jennifer Seher, Keene
Sarah Bradeen, Swanzey	Eloise Clark, Keene
Ryan Owens, Walpole	Jennifer Kozaczek, Sullivan
Justin Howe, W Swanzey	Brenda Kelley, Winchester
Charles Koch, Jaffrey	Glen Yardley, Keene, Chair
Rep. Tara Sad, County Delegation	Stillman Rogers, County Commission

Cheshire County UNH Cooperative Extension

Holly Gowdy, 4-H Youth Development Educator
Nancy Bradford-Sisson; Family and Consumer Resources
Carl Majewski, Agricultural Resource Educator
Christine Parshall, Nutrition Connections Program Associate
Steve Roberge, Forest Resource Educator, Office Administrator
Andrea Sawyer, 4-H Youth Development Program Associate
Diane Dugray & Diana Fiorey, Administrative Assistants

4-H Youth Development
Holly Gowdy, Extension Educator
Andrea Sawyer, Program Associate

The mission of 4-H Youth Development is to help youth acquire knowledge, develop life skills and form attitudes to enable them to become self directing, productive and contributing members of society. To facilitate this, 4-H staff is involved in community efforts in youth development as well as administering the 4-H club program in the county.

Community Development – *helping communities develop and sustain comprehensive programs, using sound practices that meet local youth needs and improve quality of life.*

Afterschool programs are important in many communities. The Cheshire County Afterschool Network (CCAN), organized by 4-H in 2003, continues to provide an opportunity for collaboration and strengthening of programs throughout the region. UNHCE provides ongoing technical consultation in areas such as organizational structure, staff training, evaluation, and program environment. This year CCAN established a fiscal agent relationship with PlustimeNH so it can apply for grants and adopted a governing structure. In October, CCAN sponsored an afterschool conference for the region attended by 25 people who gave it high evaluations and asked for additional conferences.

4-H assisted SAU # 38 and their ACCESS Afterschool Sites (Troy, Gilsum, Winchester, and Hinsdale) continue to participate in 4-H Afterschool Sites. I am providing technical support to all of their school garden sites, and working in collaboration with KSC to modify the Early Sprouts Curriculum; designed for preschools, to be utilized in after school settings. This included a training session at KSC for 14 ACCESS Staff members and Karrie Kalich, Health Science Professor, KSC.

I completed the work with all five JC Penney grants that were awarded for 2008-2009 resulting in \$86,871 being received for 155 afterschool scholarships in Marlborough-Harrisville (\$21,871 for 25 slots), Hinsdale (\$17,500 for 35 slots), Many Options in Keene (\$7,500 for 15-slots), Troy/Gilsum (\$22,500 for 45 slots), and Winchester (\$17,500 for 35 slots). I submitted the interim and final reports.

The Hill and Valley 4-H Club in Winchester, hosted girls age 9 to 12 that are low in self esteem and school connectedness. The camp again utilized 4-Hers as teen mentors and used 4-H dairy, health, environmental, and nutrition curriculum. Evaluations showed that the girls showed gains in self concept, willingness to try new things, to persevere when things become challenging, and to value teamwork.

JC Penny once again offered grant funding for afterschool programming, and despite JC Penny reducing their grant funding by over 50% The Marlboro Harrisville school district obtained scholarship money totaling \$3440.00 for 9 slots. The scholarships provide critical support to many families. One parent wrote, "*Thank you so much for this wonderful gift! We used all of our money this last couple of months to move and buy heating oil, leaving no money for extras for the kids.*"

Cheshire 4-H was one of the charities selected nationally to be the recipient of local JCPenney Afterschool fundraising efforts. \$4149.36 was received from the Keene store, which will be used

for obtaining quality curriculum and other supports for sites partnering in 4-H Afterschool programming.

Positive Youth Development through 4-H - *helping insure high quality positive youth experiences for 4-H Clubs, school, after school and other community based youth programs.*

- There were 35 4-H leaders who reported an average of 63 hours each of direct involvement with club members. 20 volunteers served in middle management roles. 7 new leaders were recruited, screened, and oriented. 230 additional volunteers assisted with club and county activities, averaging 10 hours each.
- 330 youth were enrolled in 32 different 4-H clubs. Two new clubs were organized and there were 23 new members. 85% of youth completed their project and club work.
- We have introduced 4-H Shooting Sports as a project area; and had 3 Cheshire County Volunteers participate in Shooting Sports Training/Certification Workshop in May. Two of these Volunteers have taken on Shooting Sports as Project Leaders in existing clubs.
- Andrea taught at joint Cheshire Sullivan leader training in early March in which 7 Cheshire volunteers attended. Holly attended/observed workshops in Communication Events and Geo Caching, and looks forward to organizing/instructing at future workshops.

About 80 Cheshire members participated in a Community Service Learning Survey while participating in the Fair Clean-up in July. Community Service projects that were highlighted included: participating in a Cancer Walk, walking in the humane society's walk for animals, making blankets for patients at David's House, and baking valentine cookies for elderly in the community. Members indicated that they felt good about helping others, learned that they could make an impact, and received thank-you notes for their efforts.

- 48% of youth did a record, resume or scrapbook documenting their 4-H work. Some did more than one. 2 County Medals were awarded and 2 honorable mention certificates.
- 57% of youth were involved in community service projects entailing 1291 hours. Community service projects included Christmas support for various charities, food collecting, helping at community events including Pumpkin Fest, Pickle Festival and Strolling of the Heifers, community flower planting, animal visits to elderly or youth with disabilities, community food kitchen assistance, animal rescue and humane society assistance, participating in the Relay for Life, helping at County Outdoors day, a walkathon.
- One Volunteer and a member participated in County Outdoors Day held at the County Farm in Westmoreland. These members exhibited the Shooting Sports Program.
- One club designed a float and strolled with their heifers for the Strolling of the Heifers event in Brattleboro.
- About 12 youth participated in the county horse knowledge and skills contests. As a result of the contests, 2 Jr youth, and one Sr youth competed at state quiz bowl, 2 for state judging, and 3 for state hippology.
- 3 teens were selected for the state hippology contest, placing 1st and going on to compete at the National Contest.
- 5 Cheshire teams participated in state dairy quiz bowl. The senior teams won 2^{n.d} and 5th with 5 members scoring in top ten and two teens selected for the national competition. The junior teams came in 1st and 2nd with five individuals scoring in the top ten.
- In dairy judging, 20 youth participated in the state two day dairy judging tour. Seniors placed 1st and 8th in the contest and three others were in the top ten. In the junior division,

members were in first, second, and third

- 4-H Horse Field Days was held with 27 youth participating. 10 youth were selected to participate in the state horse show. .
- At the state horse show Cheshire earned a number of awards. These included the "Apple Scruffs Trophy" awarded to the Junior Stable Manager with the highest combined quiz and judging scores; the Chrissy Trophy awarded to the Senior Stable Manager with the highest combined quiz and judging scores; the High Quiz and Judging rider award; 2 top 10 honors in quiz and a top 10 award in judging. The Marion Lindabury Trophy awarded to the junior high point winner in the light horse division.
- 997 youth were reached through after school, special interest, and school enrichment activities which included agriculture in the classroom, forestry, environmental education, entrepreneurship, woodworking, entomology, bicycle safety, gardening, health and nutrition, and life skills.

Andrea Sawyer serves Cheshire County 4-H Youth Development as Program Associate, her contributions to programming continue to strengthen and support local clubs and volunteers. Andrea's contribution to our program are as follows: I provide educational opportunities for local clubs and trained 40 volunteer leaders and teens in resumes and records, accessing opportunities through county events, and building teamwork. I worked with two youth who developed senior resumes. I screened five new volunteers in the animal science project areas, four for dairy, and one for working steer.

I recruited and trained 14 volunteers to judge at 4-H Day which is our communications event, 6 volunteers to judge records, 4 served as judges at State Activities Day. 40 volunteers judged or help superintendents at animal shows at the fair. Some of these volunteers were teens.

16 youth attended State Teen Conference, 10 were provided full scholarships and 6 half scholarships by the 4-H Council and the Kingsbury Foundation. The State Teen Conference was attended by over 120 teens. Two volunteers and one teen interviewed the 4-Hers for this event.

Three Cheshire county members completed resumes and interviewed for national Trips. All three members received State Achievement Awards, as well were selected to attend National 4-h Dairy Conference.

I serve on the state dairy curriculum committee and assist them in planning and executing the State Dairy Activities. A Cheshire County volunteer is the Chair of this committee. This year I organized the State Dairy Quiz Bowl, recruited volunteers for the event, and managed the state contest. Moderators and judges for this event included Cheshire County teens. Two Cheshire County 4-Hers qualified for the State Dairy quiz bowl team which will be competing at the National Contest in Louisville. I also organized and managed the two day State Dairy Judging Tour which took place at farms in Vermont and New Hampshire. Over 30 4-Hers participated from New Hampshire. Two members from Cheshire County qualified to be on the State Dairy Judging team which competed at Eastern States Exposition. The top individual of the Eastern States contest was from Cheshire County. 15 4-Hers from Cheshire County participated in the Dairy Judging Clinic held in March at Putnam Farm in Piermont.

30 Cheshire County 4-Hers attended State Dairy Show. Fifteen members qualified for Eastern States Exposition .At Eastern States exposition, three Cheshire county members won their fitting and showmanship classes, and one member had grand champion Brown Swiss with an animal

that she had bred and owned. Five Cheshire county members won best bred and owned awards at Eastern States.

Eight 4-Hers in the beef project attended Eastern States, along with three chaperones from Cheshire County. One member was the recipient of the marketing award. One member won her yearling class and had reserve champion heifer.

Family & Consumer Resources
Nancy Bradford-Sisson, Extension Educator

Raising Kids, Eating Right, Spending Smart - Living Well <http://learningandlivingwell.org/>
A National Extension Association of Family & Consumer Sciences Public Service Campaign

Family and Consumer Resources education efforts help build strong, healthy families and individuals by strengthening their assets and developing capacity to address issues faced across the lifespan. Communities become stronger and grow when families and individuals have the social, emotional, physical, intellectual and economic resources to succeed and thrive.

RAISING KIDS: Strong families raise children to become responsible, productive and caring adults. Many parents lack the knowledge and skills to promote the healthy development of their children. Cheshire County's FY09 parenting/child care educational efforts include: community collaborations; providing articles/data/material for local Parent Express newsletter and column for statewide Parenting NH newsletter; individual contacts; resource information and exhibits; age-based newsletter series, Cradle Crier and Toddler Tales (received by 450 Cheshire County households); distribution of publications/fact sheets.

Parents learn: how their actions help their children become happy, healthy, fully functioning adults; communication and effective listening skills; how children grow and develop at different rates; appropriate positive discipline techniques. With this increased knowledge, parents are more effective in providing appropriate nurturance and guidance to their children resulting in positive development and achievement.

EATING RIGHT: Nutrition and physical activity play vital roles in overall health. Research links diets with many preventable causes of death- heart disease, diabetes, obesity and several types of cancer. Lifestyles with risk behaviors that include poor diet, high stress, smoking, drinking and physical inactivity increases the chances of hypertension, high cholesterol, obesity and diabetes. Obesity continues to increase and is of concern in both youth and adult populations. More meals are eaten away from home and people have less knowledge of and less connection to foods and agriculture. Adults tend to under consume foods from the fruit, vegetable, and dairy groups while diets exceed recommendations for fat, sugar and sodium. Cheshire County's FY09 nutrition/wellness/physical activity educational efforts include: group programs such as "Dementia Dilemma"; "What Do You Do With a Kumquat"; Food Stamp Toolkit lessons; Senior Food Stamp Nutrition Education correspondence course; working with Monadnock District School Wellness Policy committee; resource information/exhibits; county newsletter articles; individual contacts; distribution of publications/fact sheets.

One hundred and twenty-one (121) participants in Extension nutrition/wellness/physical activity programs gained awareness, knowledge and skills and change behaviors related to: healthy eating; healthy food choices; benefits of physical activity; healthy weight management practices;

improved skill in selection and preparation of healthy foods; recommended diet related practices for disease prevention and management; participation in regular physical activity.

Food Safety: Each year foodborne diseases cause a significant number of illnesses, hospitalizations, and even deaths, resulting in severe economic losses due to medical treatment and lost productivity. Public health officials believe the risk of foodborne illness is on the rise. In NH where tourism and eating out is a large proportion of the state's revenues, a foodborne illness outbreak could severely impact the entire industry. Cheshire County's FY09 food safety educational efforts include: group programs such as ServSafe®, SAFE, 911 for the Kitchen, Let's Preserve Food at Home; Preserving Your Fall Harvest; Master Gardener Food Preservation training; judged Food Preservation exhibits at Cheshire Fair; county newsletter articles; pressure canner dial gauge testing; individual contacts; distribution of publications/fact sheets.

One hundred and forty-five 145 food handlers in Extension food safety programs acquired knowledge/skills and incorporated skills and changed behaviors related to: practicing personal hygiene; cooking foods adequately; avoiding cross contamination; keeping foods at safe temperatures; 28 ServSafe® participants passed the certification exam after attending training with 13 receiving scores above 90; 131 participants acquired knowledge and skills related to USDA recommended food preservation practices.

SPENDING SMART: Individuals and households are saving less and spending more, putting their financial security at risk now and in the future. Cheshire County's FY09 Family Resource Management educational efforts include: group program 5-week series ("Making Money Work For You") and group programs such as Don't Get Crushed by Debt, Making Ends Meet, Take Charge of Your Medicare; Dollars and Cents in Tough Times, Take the Road to Financial Security in Later Life; Who Gets Grandma's Yellow Pie Plate?, Scams, Managing Money in Tough Times; stretching food dollars exhibit/facilitator at "Go Red For Women" Health Fair; county newsletter articles; individual contacts; distribution of publications/fact sheets.

Two hundred and twenty-six (226) individuals gained awareness, knowledge and skills to: manage resources and pay bills on time; recognize consequences of financial decisions; increase personal savings and investments; reduce excessive debt; determine retirement or future income needs and how to meet them; prepare to manage the risk of changes in health and independence. Individuals are motivated to gain skills in money management. Individuals increased their confidence to manage personal finances. Individuals and families utilized recommended financial management practices by: setting spending/savings goals to meet day-to-day financial obligations; developing and following a plan for achieving personal financial goals; reducing their debt level and managing their use of credit; increasing rates of savings; establishing retirement and investment plans to achieve long term financial goals and income needs. At least 43 Cheshire County citizens took steps or planned to take steps to reduce debt or increase savings as a result of the educational efforts.

End-of-the series Making Money Work For You evaluations indicated that participants increased their knowledge and understanding as well as learned techniques for application to everyday situations; participants indicated that this series had enabled them to: have or set goals, save or think about saving, set monthly goals, create and follow a budget, show where my money is spent poorly or too much, to find out about our credit, how to save and manage, be aware of our means and to try to budget accordingly.

As a result of attending Monadnock Senior Advocates Community Education Series session, “Take Charge of Your Medicare: Make Wise Choices and Save”, 22 participants out of 55 made appointments with ServiceLink to review choices for Part D and Supplement plans.

In the third annual America Saves/New Hampshire Saves campaign, Cheshire County residents participated in a savings campaign that resulted in over \$30,000 a month in pledges to build wealth not debt statewide. Every library in Cheshire County received a poster and brochures educating their patrons on saving money for an emergency fund and participants completed an on-line survey as indication of their participation.

In addition to money management education for adults, personal financial education for youth was promoted with the NEFE High School Financial Planning Program, in collaboration with NH JumpStart Coalition. Last year ten teachers from 3 Cheshire County schools/organizations attended the Money Smarts – Personal Finance Conference for Teachers in Concord. These teachers come from schools with a combined student population of approximately 3000 youth.



Nutrition Connections consists of two federal nutrition initiatives, **EFNEP** (Expanded Food and Nutrition Education Program) and **FSNEP** (Food Stamp Nutrition Education Program), whose key mission is to provide life skills education to low-income audiences in the subject areas of nutrition, meal planning/shopping, cooking, and food safety. Nearly all adults enrolled have incomes at or below 185% of the Federal poverty guidelines. Income eligibility for youth programs is largely based on school lunch program enrollment data.

More than one hundred adults and nearly six hundred youth participated in Nutrition Connections through single and multi-session workshops, home visits, school enrichment programs, after school programs, and home study courses during the 2009 program year.

Participants reported a variety of behavior changes resulting from what they learned through Nutrition Connections, including: eating breakfast daily, increasing consumption of water and decreasing intake of soda, trying new foods, reading nutrition facts and ingredient labels, cooking more at home and purchasing fewer take-out meals. Teachers report that students have an increased awareness of healthy snacks and increased willingness to try new foods.

Nutrition Connections counts on the cooperation of many local organizations in order to reach out to citizens across Cheshire County. These organizations may refer clientele, provide teaching sites, or co-facilitate educational programs. The following organizations helped make Nutrition Connections a success in 2009: Monadnock Family Services, Home Health Care, RISE, Keene Housing Authority, DCYF, The Community Kitchen, Southwest Community Services, Monadnock Developmental Services, the Winchester Learning Center, Alstead Primary School, Hinsdale Elementary School, Winchester Elementary School, and the Gilsum School.

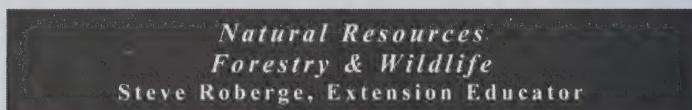
2009 Highlights

Eating Right, a six week cooking/nutrition education class, continues to be a highlight of the program year. This class is sponsored by Operation Frontline, a national non-profit which is affiliated with the New Hampshire Food Bank. Two six week sessions were held in Keene and

one in Jaffrey, with 22 of 26 participants completing the program. The class teaches cooking skills, food resource management, basic nutrition, and food safety. It includes a field trip to a local supermarket and provides students with a weekly bag of groceries in order to duplicate classroom recipes at home.

Workplace Success, funded by the NH Division of Family Assistance, helps provide NH TANF recipients with individual and small group training related to workplace conduct and standards and entry level employability skills. Nutrition Connections provides participants with the opportunity to discuss related food and nutrition issues through facilitated discussions on key topics such as planning family meals and eating well on a tight budget.

At their annual meeting, Monadnock Family Services recognized UNH Cooperative Extension as a community partner with a firm commitment to full inclusion of MFS service participants in our community.



UNH Cooperative Extension Forestry & Wildlife Program in Cheshire County provides private landowners with technical assistance and information to actively manage their land for long-term stewardship of their natural resources. Extension programs in forestry, wildlife, and water resources bring a comprehensive approach to solving problems and protecting resources through an extensive network of partners within the natural resources community.

There are approximately 364,008 acres of forested land in Cheshire County; 80% of the county. Of the 364,008 acres, 78.9% is under private ownership with another 6% and 13% under municipal and state ownership, respectively. Cooperative Extension's Forestry and Wildlife Program staff are available to work with these landowners and help them maximize the economic, educational and ecological benefits of the land, which include direct and indirect benefits to the landowners themselves and the communities where the land resides. In one year alone, Cheshire County residents received over \$3,000,000 of income from selling timber and other wood products and the towns received over \$300,000 in timber tax (2007, NH DRA).

Long-term memoranda with the NH Division of Forests and Lands and NH Fish and Game recognize Extension's lead role in educational programming and providing on the ground assistance for landowners and communities. The Society for the Protection of New Hampshire Forests, Audubon Society of New Hampshire, NH Timberland Owners Association, Natural Resources Conservation Service, Farm Service Agency, U.S. Forest Service, NH Office of State Planning, Conservation Districts, NH Department of Environmental Services, regional planning commissions, other non-profit organizations and county governments are all active partners.

While the Cheshire County Forest Resources Extension Educator serves on a number of committees providing assistance, programs and workshops with a state and regional impact, the real strength of the Forestry & Wildlife program at the county level is the one-on-one contact and assistance with the public, landowners and natural resource professionals. Some contacts are made by phone, mail or email, but many require a personal consultation and field visits. Other audiences are also reached through public forums, meetings, field demonstrations or workshops and via newsletters, bulletins, articles and radio spots.

UNHCE Response:

In 2009, Steve Roberge, Cheshire County Extension Educator in Forest Resources (aka County Extension Forester), visited 105 properties totaling 4,308 acres. 154 individuals participated in these visits. 51 out of the 105 visits were new to the UNH Cooperative Extension, meaning this was the first time these landowners used Cooperative Extension as a resource. 25 of those 105 landowners visited were referred to a NH Licensed Forester. To date, 18 have contacted with a consulting professional. In October, 2006 Steve Roberge began his position as Cheshire County's Extension Educator in Forest Resources, since then every municipality has had at least one woodlot visit every year.

Woodlot visits vary in length of time, subject and acres covered. The goal of these visits is to answer any of the questions landowners may have and to provide option or information so landowners can manage their forestland to meet their needs while maintaining the health of the forest and the resources found in and around it. Quite often this requires a referral to a consulting forester where the consultant can work with the landowner to manage the forest. An example of this process would be a couple who owned forestland severely impacted by the December 2008 ice storm. They called me to assess the damage and to recommend what to do. I arranged a visit with the owners to walk the woodlot so I could make an accurate assessment tailored to the landowners. I then concluded the owners had the possibility to salvage the timber impacted by the ice storm and referred them to the list of consulting foresters working in Cheshire County. I also spoke of the natural processes forests are constantly subjected to and made it clear the forest as a whole would "be alright" if no action was taken. The landowner hired a forester to carry out a timber sale to clean up the damage.

An estimated 1089 individuals, organizations, communities or businesses were assisted in the area of forest/tree insects and diseases, environmental issues, current use and forest law inquiries and other forest resource issues. Many of these contacts are made through telephone or email and facts sheets or publications are usually provided to the individual covering a wide variety of forestry and wildlife related topics, including:

- Wildlife habitat enhancement
- Silviculture
- Selling timber
- Forest management planning
- Current use taxation
- Forestry related laws
- Conservation easements and estate planning
- Forest ecology
- Recreation
- How to find a logger, arborist or forester
- Chain saw safety
- Firewood production
- Producing maple syrup
- Tree diseases & insect pest

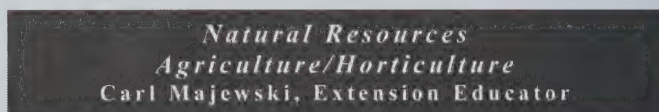
In 2009, Steve Roberge held 36 public workshops, demonstrations or tours for the public with an estimated 1008 people in attendance. The events were all held in Cheshire County and covered topics such as responsible forest management, current use taxation, how to cut your own firewood, maple sugaring, wildlife, and the use of global positioning systems. These events often involved partnering agencies such as the NRCS, Cheshire County Conservation District, The Harris Center for Conservation Education Forest Society, Monadnock Conservancy and the NH Division of Forest & Lands.

As mentioned above, municipalities often contact the Cheshire County Extension Educator in Forest Resources with inquiries about their own forestlands or for specific resource concerns.

Towns assisted in 2009 are:

- Alstead – Timber Harvest
- Chesterfield – GPS training
- Dublin – Ice Storm
- Fitzwilliam – Tree Care // Ice Storm
- Jaffrey – Ice Storm // Invasive Pests
- Nelson – Current Use // forest management
- Keene – Open space & forest management/stewardship // Invasive pest talk // Urban tree care
- Marlow – Town visioning and planning // GPS training
- Rindge – Ice Storm
- Roxbury – Master plan update
- Swanzy – Forest management // Innovative land use planning
- Troy – Forest management // Invasive pest talk // Ice Storm
- Westmoreland – Open space management
- Walpole – Forest management on town lands

Supporting the Cheshire County Extension Educator in Forest Resources is a network of Extension Resource Specialist and staff at the University of New Hampshire. Volunteer programs such as the New Hampshire Coverts Project and Community Tree Stewards further the efforts of the Extension Educator by providing outreach to citizens within their communities. In Cheshire County, there are 38 Coverts and Tree Stewards volunteers who volunteered over 2900 hours. Their efforts to teach to public about the importance of the county's forest resources reached over 3000 people in 2009.



With 12, 202 acres of cropland and over \$12.3 million in sales in products, agriculture has a strong presence in Cheshire County. There is also a large – and growing- segment of the population that is interested in raising vegetables, fruits, and/or animals for home food production. Programs in Agricultural Resources teach the skills and provide the information that enables both farmers and homeowners to produce crops efficiently and profitably, and to practice responsible land stewardship, which in turn helps them remain economically and environmentally viable.

Participants in UNH Cooperative Extensions programs are able to make changes on their farms or at their homes that result in higher crop yields, better use of pesticides and fertilizers, improved safety to employees or family members, or improved soil conservation. By running productive farms and taking better care of their land, farmers are able to make a living providing a wide selection of locally-produced agricultural goods to the public, and Cheshire County citizens enjoy a clean working landscape that doesn't pose risks to their health. Programs also extend to the non-farming public, teaching them how to succeed with gardening and home livestock production, and demonstrating responsible care for the home environment.

2009 Activities and Impacts in Agricultural Resources

- ♦ Carl Majewski – Extension Educator, Agricultural Resources – made **87** visits to dairy,

livestock, fruit, vegetable, or greenhouse operations in Alstead, Dublin, Fitzwilliam, Gilsum, Hinsdale, Jaffrey, Keene, Richmond, Rindge, Stoddard, Surry, Swanzey, Troy, Walpole, Westmoreland, and Winchester. Twenty one of these visits were made with UNH Extension Specialists. These visits are valuable opportunities to discuss farm-specific issues in pest management, crop production, soil conservation, or responsible use of pesticides and fertilizers

- ◆ There were seven workshops, twilight meetings, pasture walks, or other events organized or co-sponsored by Extension that targeted commercial farms. These were held in Keene, Troy, Walpole, Westmoreland, and Winchester. An estimated **186** people from these farms in Cheshire County and the surrounding learned new concepts, techniques, and current recommendations relating to:
 - ◆ organic pest management
 - ◆ connecting local farms with local businesses
 - ◆ maintaining riparian buffers
 - ◆ pasture management
 - ◆ forage crop production

There were eight workshops and demonstrations, and presentations for homeowners and non-commercial farms. These were held in Harrisville, Jaffrey, Keene, Rindge, Swanzey, and Walpole. An estimated **201** citizens throughout Cheshire County participated in these programs that taught skills and techniques that improved their ability to produce food at home efficiently, or to maintain the home environment responsibly. Specific topics included:

- ◆ tree fruit pruning
- ◆ home gardening
- ◆ improving soil health
- ◆ insect pest identification
- ◆ pasture management and hay quality for backyard livestock
- ◆ animal nutrition
- ◆ Carl provided an additional **477** citizens information about growing fruit and/or vegetable crops, raising animals, identifying or managing pests, soil testing and fertility, or other topics related to the home environment through phone, email, or walk-in contacts
- ◆ Carl reviewed **91** soil tests for farms and homeowners in the county, providing accurate recommendations to support crop growth without posing risks to the environment.
- ◆ The 2009 growing season saw an outbreak of late blight, a devastating fungal disease that affects tomatoes and potatoes, throughout the entire Northeast region of the U.S. Fifteen commercial vegetable growers received timely information regarding how to identify and manage this disease. By monitoring crops closely and implementing control measures, three farms were able to avoid any incidence of the disease, and 11 were able to harvest at least part of their crop. One vegetable grower in the county was able to save a potato crop estimated at **\$20,000** from late blight.
- ◆ A dairy farm in the county that has made the transition to certified organic has begun to make improvements in the way they manage pastures. After attending educational workshops and having some farm visits, they have made better subdivisions in pasture areas and have paid more attention to soil testing to monitor and improve soil fertility. They report that so far this year, milk production has improved and that they are feeding less grain and stored forage in

the barn during the growing season.

- ◆ There were 65 participants (approx. 25 producers; 22 area markets, restaurants, or institutions; and 18 observers) at the March 17 Farmer Matchup Event, a collaborative effort between UNH Extension, Cheshire County Conservation District, and the Monadnock Farm & Community Connection. Respondents to a survey distributed at the event indicate that:
 - 95% thought that the event enabled them to make new contacts for buying or selling locally-produced goods
 - 90% got a better idea of potential buyers or sellers in this area,
 - 90% thought that the event provided useful information about buying or selling locally.
 - In phone interviews conducted six months later, business owners and farms stated that the helped them either strengthen connections or make new connections. Three businesses reported that they have purchased food from new farms in addition to the farms with which they are already doing business.

Cheshire County Farm
2009
Annual Report

As a result of declining milk prices, the dairy operation suffered its largest loss in years. In spite of relatively stable production, milk revenue was nearly \$100,000 lower due to the collapse of milk prices at the production level.

The farm harvested crops from 72 acres of corn, 30 acres of alfalfa and 70 acres of grass. Corn production averaged 16.8 tons per acre (down from 2008) with a total of 1200 tons. 300 round alfalfa bales and 100 round grass bales were made throughout the growing season. The county continues to rent land for crop production. The year turned out to have extreme weather patterns that directly affected crop production.

The Annual Open Barn day sponsored by the Granite State Dairy Promotion was held in September this year due to staffing issues. Ice cream was served by Granite State Dairy, while the Maplewood Auxiliary Association provided food. Unfortunately the weather did not cooperate but the rain did not keep people from attending.

The Nature Trails were once again used for the Saw-whet owl program through Antioch University New England. New Hampshire Fish and Game worked on turkey habitation on Cass Hill.

There was a discussion at the county level about the future of the farm and the land in Westmoreland. In the fall of 2009, the Delegation's Farm Sub-committee held about 6 public meetings and heard from a variety of citizens regarding the future of the county farm. The Committee voted to recommend that the commissioners research the possibility of leasing the county farm for agricultural use, preferably retaining the dairy herd and operation, and investigate expanding the scope to include an educational function.

Having had several meetings with both the Commissioners and the Executive Committee regarding the long-term plan for the county dairy operation and county farmland, county staff has embarked upon a multi-faceted plan to develop reasonable recommendations for the long-term, sustainable use of this county land. This plan includes the following elements:

1. Sell conservation easements to create an endowment whose purpose would be to subsidize the county farm operation. We have begun working with the Monadnock Conservancy to develop a plan to sell conversation easements for a significant portion of the county land in Westmoreland. The actual amount of land offered for this project will depend upon general land use restrictions and future county needs and the land that is developable. The amount of funds raised will be some function of the appraised value of the land for these purposes and overall market conditions. From Capital Reserves, we will seek to spend up to \$1,200 for an appraisal company to perform the necessary preliminary work on the maximum value of the easements.
2. Sell raw milk to the extent allowed by our present dairy license. Much of the infrastructure to bottle fresh milk exists with the current equipment. We will need to purchase bottles, an

appropriate sized refrigerator and labels. We anticipate that capital costs to begin the raw milk operation will be \$2,000 for a refrigerator and associated electrical work (if any), \$200 for labels and \$300 for bottles. Based on local raw milk prices, we anticipate on successfully pricing this milk at \$5.00 per gallon. Under our current license, we can sell up to 35 gallons per week. The gross income is \$9,100 per year. Obviously, this is the initial scope and demand can push the volume as high as necessary. There will be some off-set of income for this milk not being sold to the wholesaler but it remains a net gain for the farm operation. The estimated breakeven period for this investment is 3.3 months.

3. Sell fresh ground beef from the cows we normally sell at auction. At 12 cows per year, we expect to yield about 3,600 lbs. of beef at a retail sale price of \$4.00/lb. This will add gross revenue of \$14,400 to the farm operation but will be offset by meat processing costs of approximately \$400 per cow. We will be seeking approval to use Capital Reserve funds to purchase a commercial grade freezer at a cost of an estimated \$3,500. The estimated breakeven period for this investment is 3.5 months.
4. Participate in the SARE grant project with the Conservation District. As a result of the discussions at the Farm Committee and with county staff, the Conservation District applied for and was granted a \$13,234 grant from the US Dept of Agriculture, NE Sustainable Agriculture Research and Education (SARE) program. This grant will fund a collaborative effort between Land for Good, the UNH Cooperative Extension, Antioch University, Monadnock Developmental Services, Cheshire County and local farmers to do a needs assessment and feasibility study relating to local food products in the Monadnock Region and to assess the feasibility of a cooperative food market. Some of the goals will be to make recommendations to address the current shortage of farm labor in Cheshire County (yes, there is a shortage) and to create farm labor training facilities and infrastructure (farm labor housing), food distribution sites and food storage space, among other activities. This may offer a significant contributory recommendation into the long-term plan for the county farm and the soon-to-be old jail building.
5. Engage Farm Credit East to update their previous study of the operation of the farm and engage them to participate in discussions about viable business operations in conjunction with the SARE grant project. This consulting work could cost \$8,000 depending upon the scope of work.
6. Continue working meetings with the Monadnock Conservancy, the Cooperative Extension, the Conservation District, the Farm Manager and county staff, Farm Credit East and others to monitor the above actions and continue to formulate recommendations for the long-term plan for the county farm.
7. Utilize an Americorps volunteer for two years to work with the grant partners and county staff to assist in developing the long-term plan for the county farm. This will cost about \$2,500 per year for the two years under current Americorps guidelines.
8. Enhance the management of the woodlands of the county farm to increase timber harvest production. The county woodlands comprise 425 acres of forestland (379 acres in Westmoreland and 46 acres in Chesterfield) and nearly 3.6 million board feet of timber and 6500 cords of pulpwood. While the county has had ten commercial timber sales since 1985, yielding nearly \$100,000, the level of harvesting has been well below the sustainable harvesting levels providing opportunities today and in the future for continued forest management and income from timber and pulp harvests. A sustainable level of harvesting

could produce 75,000 - 100,000 board feet sale on a periodic basis to take advantage of economies of scale and market prices and about 40 to 50 cords of pulpwood/cordwood, yielding an estimated \$8,000 additional revenue for the farm.

Summarizing the above items, these initial changes in operating profile should increase farm revenue by a net \$23,000. These are easily accomplished and will begin a positive trend as we work on the long-term plan and develop other strategies for sustainability, financial independence and increased benefit to the community. This is a very exciting direction that the farm is taking and I look forward to working on this new project.

Carl York took the herdsman position after the resignation of Matt Chickering. Carl has done an exceptional job. I would like to thank Matt for all of his hard work and dedication.

I would like to extend my sincere thanks to the County Delegation members, Farm Study Committee, County Commissioners and County Administrator for their continued support of the farm.

In addition I would like to thank Carl York, herdsman and Bill Fosher for their hard work and dedication to the farm.

Respectfully Submitted,

David Putnam, Farm Manager

**COUNTY OF CHESHIRE,
NEW HAMPSHIRE**

**FINANCIAL STATEMENTS
(WITH INDEPENDENT AUDITORS'
REPORT THEREON)**

**FOR THE YEAR ENDED
DECEMBER 31, 2009**

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PROFESSIONAL ASSOCIATION
Certified Public Accountants

REPORT OF INDEPENDENT AUDITORS

Board of County Commissioners

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the County of Cheshire, New Hampshire, as of and for the year ended December 31, 2009, which collectively comprise the County's basic financial statements as listed in the index. These financial statements are the responsibility of the County's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

Management has not adopted GASB Statement #45 (Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions) for the reporting of postemployment health insurance benefits. This arises because, as required by New Hampshire RSA's (Note VH), the health insurance benefit for retirees is included with the health insurance benefit for current employees when the health insurance company determines the amount of the overall health insurance premium, resulting in a subsidy for the health insurance benefits of retirees. Management has elected to not compute or record an amount for this subsidized benefit, which is contrary to accounting principles generally accepted in the United States of America. The amount by which this departure would affect the liabilities, net assets and expenses of the governmental activities and business-type activities is not reasonably determinable and is NOT presumed to be material. At year end, there were five Medicare eligible retirees on the health insurance plan.

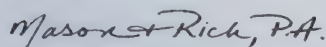
In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the County of Cheshire, New Hampshire as of December 31, 2009 and the respective changes in financial position and cash flows, where applicable, thereof, for the year then ended in conformity with accounting principles generally accepted in the United States of America.

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The management's discussion and analysis and budgetary comparison information on pages 3 through 13 and 46 through 49 are not a required part of the basic financial statements but are supplemental information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the supplemental information. However, we did not audit the information and express no opinion on it.

Respectfully submitted,

A handwritten signature in black ink that reads "Mason + Rich, P.A." in a cursive, flowing script.

MASON + RICH PROFESSIONAL ASSOCIATION
Certified Public Accountants

March 30, 2010

**COUNTY MANAGEMENT'S
DISCUSSION AND ANALYSIS**

CHESHIRE COUNTY, NEW HAMPSHIRE

MANAGEMENT'S DISCUSSION & ANALYSIS

The discussion and analysis of Cheshire County's financial performance provides an overview of the County's financial activities for the year ended December 31, 2009. The intent of this discussion and analysis is to look at the County's financial performance as a whole.

FINANCIAL HIGHLIGHTS

Key financial highlights for 2009 are as follows:

- The County's total net assets increased by \$2,037,242, which represents a 17.96% increase from 2008.
- At the end of the current year, the County's governmental funds reported a combined ending fund balance of 7,807,185, a decrease of \$16,400,220 from the prior year. Of this amount, \$7,616,332 is available for spending (unreserved fund balance).
- At the end of the current year, unreserved fund balance for the General Fund was \$3,005,182, which represents a 1.74% decrease from the prior year and represents 13.59% of total General Fund expenditures.

OVERVIEW OF THE FINANCIAL STATEMENTS

This annual report consists of a series of financial statements. These statements are organized so the reader can understand the County as a financial whole or as an entire operating entity. The statements also provide a detailed look at specific financial conditions.

The County's basic financial statements are comprised of three components:

1. Government-wide financial statements
2. Fund financial statements
3. Notes to the financial statements.

This report also contains other supplementary information in addition to the basic financial statements themselves.

GOVERNMENT-WIDE FINANCIAL STATEMENTS

The Government-wide financial statements are designed to provide readers with a broad overview of the County's finances, in a manner similar to a private-sector business.

STATEMENT OF NET ASSETS AND STATEMENT OF ACTIVITIES

The statement of net assets presents information on all of the County's assets and liabilities, with the difference between the two reported as net assets. The statement of activities presents information showing how the County's net assets changed during the current year. These statements are prepared using the accrual basis of accounting similar to the accounting method used by private sector companies. This basis of accounting takes into consideration all of the current year's revenues and expenses, regardless of when the cash is received or paid.

CHESHIRE COUNTY, NEW HAMPSHIRE

MANAGEMENT'S DISCUSSION & ANALYSIS

The change in net assets is important because it tells the reader whether, for the County as a whole, the financial position of the County has improved or diminished. However, in evaluating the overall position of the County, non-financial information such as changes in the County's tax base and the condition of the County's capital assets will also need to be evaluated.

In the statement of net assets and the statement of activities, the County is divided into two kinds of activities:

- **Governmental Activities**—Most of the County's programs and services are reported here, including General Government, Public Safety, Human Services, and the Cheshire County Farm. These services are funded primarily by taxes and intergovernmental revenues, including federal and state grants and other shared revenues.
- **Business-Type Activities**—These services are provided on a charge for goods or services basis to recover all or most of the cost of the services provided. The County's Nursing Home is reported here.

FUND FINANCIAL STATEMENTS

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objects. The County, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance related legal requirements. The funds of Cheshire County can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds. Fund financial statements provide detailed information about the County's major funds. Based on the restriction on the use of moneys, the County has established many funds that account for the multitude of services provided to our residents. In 2009, the County has determined the General Fund and the House of Corrections Construction fund to be major governmental funds.

GOVERNMENTAL FUNDS—Governmental funds are used to account for essentially the same functions reported as governmental activities on the government wide financial statements. Most of the County's basic services are reported in these funds that focus on how money flows into and out of the funds and the year-end balances available for spending. These funds are reported on the modified accrual basis of accounting that measures cash and all other financial assets that can be readily converted to cash. The governmental fund statements provide a detailed short-term view of the County's general government operations and the basic services being provided, along with the financial resources available.

Because the focus of the governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities on the government wide financial statements. By doing so, readers may better understand the long-term effect of the government's short term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

CHESHIRE COUNTY, NEW HAMPSHIRE

MANAGEMENT'S DISCUSSION & ANALYSIS

The County maintains a multitude of individual governmental funds. Information is presented separately on the governmental fund balance sheet and on the governmental fund statement of revenues, expenditures and changes in fund balances for the major funds, identified earlier as the General Fund and the House of Corrections Construction Fund. Data from the other governmental funds, which include County Extension Service, Incentive Fund, Heman Chase Fund, Nursing Home Contribution Fund, Wellington Fund, Deeds Surcharge, Freed Up Medicaid Funds, JAG Grant Fund, Water System Project and the Capital Reserve Funds are combined into a single, aggregated presentation.

PROPRIETARY FUNDS—The County has one type of proprietary fund. Enterprise funds are used to report the same functions presented as business-type activities on the government-wide financial statements. The County uses enterprise funds to account for the Nursing Home and Internal Service Health and Dental Insurance Fund.

FIDUCIARY FUNDS—Fiduciary funds are used to account for resources held for the benefit of parties outside the County. Fiduciary funds are not reflected on the government-wide financial statements because the resources from those funds are not available to support the County's programs. The accounting method used for fiduciary funds is much like that used for the proprietary funds.

NOTES TO THE FINANCIAL STATEMENTS—The notes provide additional information that is essential to gaining a full understanding of the data provided on the government-wide and fund financial statements.

OTHER INFORMATION—In addition to the basic financial statements and accompanying notes, this report presents the General Funds actual revenues and expenditures as compared to the legally adopted budget.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

County assets exceeded liabilities by \$13,379,302 (\$10,953,682 in governmental activities and \$2,425,620 in business-type activities) as of December 31, 2009. This is an increase in net assets of \$2,037,242 from 2008.

Cheshire County, New Hampshire Net Assets
as of December 31, 2009 and December 31, 2008

	Governmental Activities		Business-type Activities		Total	
	2009	2008	2009	2008	2009	2008
Current and Other Assets	\$ 12,131,382	\$ 28,548,791	\$ 28,499	\$ 375,326	\$ 12,159,881	\$ 28,924,117
Direct Financing Lease A/R	2,027,220	2,231,840	-	-	2,027,220	2,231,840
Capital Assets, Net	40,045,642	21,675,704	4,112,378	4,301,789	44,158,020	25,977,493
Total Assets	54,204,244	52,456,335	4,140,877	4,677,115	58,345,121	57,133,450
Other Liabilities	7,777,112	7,656,358	950,472	1,031,209	8,727,584	8,687,566
Long-Term Liabilities	35,473,450	36,143,516	764,785	960,307	36,238,235	37,103,824
Total Liabilities	\$ 43,250,562	\$ 43,799,874	\$ 1,715,257	\$ 1,991,516	\$ 44,965,819	\$ 45,791,390

CHESHIRE COUNTY, NEW HAMPSHIRE
MANAGEMENT'S DISCUSSION & ANALYSIS

**Cheshire County, New Hampshire Net Assets
as of December 31, 2009 and December 31, 2008**

	Governmental Activities		Business-type Activities		Total	
	2009	2008	2009	2008	2009	2008
Net Assets:						
Invested in Capital Assets,						
Net of						
Related Debt	\$ 9,065,337	\$ 7,190,977	\$ 3,360,770	\$ 3,360,101	\$ 12,426,107	\$ 10,551,078
Restricted	511,399	733,504	-	-	511,399	733,504
Unrestricted	<u>1,376,946</u>	<u>731,980</u>	<u>(935,150)</u>	<u>(674,502)</u>	<u>441,796</u>	<u>5,159,080</u>
Total Net Assets	<u>\$ 10,953,682</u>	<u>\$ 8,656,461</u>	<u>\$ 2,425,620</u>	<u>\$ 2,685,599</u>	<u>\$ 13,379,302</u>	<u>\$ 11,344,641</u>

Total net assets are presented in three categories: capital assets, restricted and unrestricted.

The largest portion of the County's net assets are related to capital assets (e.g., land and improvements, buildings and building improvements, machinery and equipment, vehicles, and infrastructure). The figure presented (\$12,426,107) is net of any related debt incurred to acquire those assets and represents 92.88% of total net assets. The County uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending.

An additional portion of the County's net assets (\$511,399 or 3.82%) represents resources that are subject to restrictions on how they can be used. For Cheshire County, those restrictions include those related to limitations imposed by statutes governed by the State of New Hampshire, capital reserves and expendable trust funds.

The remaining portion (\$441,796 or 3.30%) represents the part of net assets of Cheshire County that may be used to meet the County's ongoing obligations to citizens and creditors without constraints established by debt covenants, enabling legislation, or other legal requirements (unrestricted). As you will note, the unrestricted assets of the County business-type activities have a negative balance. Specifically, the business type activity for Cheshire County is the County owned Maplewood Nursing Home. Although the objective of the County is that the Nursing Home is self sustaining, Maplewood as well as other County run nursing homes throughout the State of New Hampshire face deficits due to the Medicaid reimbursement rates being lower than the actual cost to run the homes. The 2009 negative balance has increased by \$259,979 from 2008.

CHESHIRE COUNTY, NEW HAMPSHIRE
MANAGEMENT'S DISCUSSION & ANALYSIS

The next statement provided shows the changes in net assets for 2009 and 2008.

Cheshire County, Changes in Net Assets						
	Governmental Activities		Business Type Activities		Total	
	2009	2008	2009	2008	2009	2008
Revenues:						
Program Revenues						
Charges for Services	\$ 2,160,095	\$ 2,162,841	\$ 10,158,214	\$ 9,449,583	\$ 12,318,309	\$ 11,612,424
Operating Grants and Contributions	808,467	790,926	2,535,765	1,972,833	3,344,232	2,763,759
Capital Grants and Contributions	-	-	-	-	-	-
Total Program Revenues	<u>2,968,562</u>	<u>2,953,767</u>	<u>12,693,979</u>	<u>11,422,416</u>	<u>15,662,541</u>	<u>14,376,183</u>
General Revenues						
Property Taxes	21,174,082	19,654,594	-	-	21,174,082	19,654,594
Gain (Loss) on Disposal of Capital Assets	-	-	2,198	(9,270)	2,198	(9,270)
Grants and Contributions	972,107	-	-	-	972,107	-
Interest and Investment	243,368	1,830,661	5,087	5,455	248,455	1,836,116
Other	240,472	71,244	13,096	12,851	253,568	84,095
Total General Revenue	<u>22,630,029</u>	<u>21,556,499</u>	<u>20,381</u>	<u>9,036</u>	<u>22,650,410</u>	<u>21,565,535</u>
Total Revenues	<u>25,598,591</u>	<u>24,510,266</u>	<u>12,714,360</u>	<u>11,431,452</u>	<u>38,312,951</u>	<u>35,941,718</u>
Transfers	<u>(2,510,148)</u>	<u>(3,239,126)</u>	<u>2,510,148</u>	<u>3,239,126</u>	<u>-</u>	<u>-</u>
Total Revenues and Transfers	<u>23,088,443</u>	<u>21,271,140</u>	<u>15,224,508</u>	<u>14,670,578</u>	<u>38,312,951</u>	<u>35,941,718</u>
Expenses:						
General Government	5,982,058	5,010,970	-	-	5,982,058	5,010,970
Public Safety	5,749,327	4,874,436	-	-	5,749,327	4,874,436
Human Services	7,084,718	6,140,446	-	-	7,084,718	6,140,446
Farm	368,398	393,079	-	-	368,398	393,079
Interest on Long-term Debt	1,606,721	1,723,404	-	-	1,606,721	1,723,404
Cheshire County Nursing Home	-	-	15,484,487	13,922,448	15,484,487	13,922,448
Total Expenses	<u>20,791,222</u>	<u>18,142,335</u>	<u>15,484,487</u>	<u>13,922,448</u>	<u>36,275,709</u>	<u>32,064,783</u>
Increase (Decrease) in Net Assets	<u>\$ 2,297,221</u>	<u>\$ 3,128,805</u>	<u>\$ (259,979)</u>	<u>\$ 748,130</u>	<u>\$ 2,037,242</u>	<u>\$ 3,876,935</u>

CHESHIRE COUNTY, NEW HAMPSHIRE

MANAGEMENT'S DISCUSSION & ANALYSIS

Governmental Activities

Charges to users of governmental services made up \$2,160,095 or 8.4% of total governmental revenues and include such services as provided by the Sheriff's Department, Department of Corrections, Court House Leases, Cheshire County Farm, Registry of Deeds and Assisted Living Apartments. Additionally, the County receives revenue from operating grants and other contributions. In 2009, this totaled \$808,467 or 3.16% of total governmental revenue. Operating grants are used to fund expenses associated with programs such as the Domestic Violence Prosecutor, the Victim Witness Program and the Regional Prosecutor Program. In 2009, the Sheriff's Department was the recipient of a grant from the U.S. Department of Justice that will be shared with six Cheshire County towns (including the City of Keene). Other contributions included in the amount are reimbursements from the State for the lease of the Jaffrey District Court House. This reimbursement is received as a direct offset to the annual long-term debt bond schedule.

Property tax revenues are the County's largest revenue, accounting for \$21,174,082 or 82.72% of total governmental revenues. As noted previously, the County is able to recover some of its expenses through user charges, however, a great deal of County operations do not have revenue sources sufficient or available to meet their expenses and as a result are funded by Property Taxes.

The single largest expense funded through the assessment of taxes is associated with the obligation towards Human Services. This area is responsible for paying the County's share of funding for those Cheshire County residents needing Medicaid assistance. As of July 1, 2008, the County took on 100% of the non federal share for residents in Long Term Care Facilities and for County residents receiving their care at home (HCBC). As a result, the State of New Hampshire took over 100% of the non federal share of the other programs which include Board and Care of Children, Old Age Assistance, Aide to the Permanently and Totally Disabled and Provider Services. As the cost of Long Term Care and HCBC outweigh the cost of the other programs, there was a "Hold Harmless" provision included in the statute that protected the Counties from being exposed to additional expenditures above normal inflationary rates for the State's fiscal years 2009 and 2010. After 2010, the caps and any additional Hold Harmless provisions will be established by the legislature on a biennial basis.

The analysis for governmental activities indicates the total cost as well as the net cost of services. The net cost of services identifies the cost of those services supported by tax assessments and unrestricted revenues that are not directly related to specific charges for services or grants and contributions that would offset those services.

CHESHIRE COUNTY, NEW HAMPSHIRE
MANAGEMENT'S DISCUSSION & ANALYSIS

Cheshire County, Governmental Activities
For Year Ending December 31, 2009 and December 31, 2008

	Total Cost of Services		Net Cost of Services	
	2009	2008	2009	2008
General Government	\$ 5,982,058	\$ 5,010,970	\$ 4,372,427	\$ 3,443,425
Public Safety	5,749,327	4,874,436	4,688,003	4,170,863
Human Services	7,084,718	6,140,446	7,084,718	5,857,528
Farm	368,398	393,079	145,411	73,006
Interest Expense	<u>1,606,721</u>	<u>1,723,404</u>	<u>1,532,101</u>	<u>1,643,746</u>
Total Expenses	<u>\$ 20,791,222</u>	<u>\$ 18,142,335</u>	<u>\$ 17,822,660</u>	<u>\$ 15,188,568</u>

Business-type Activities

Charges for services provided funding for 65.60% of total program expenses with the additional 16.38% coming from operating grants and contributions and 16.21% (\$2,510,148) subsidized by the General Fund.

Although the Nursing Home should be self-sustaining, high census levels of Medicaid residents largely contribute to its operating deficit. In 2008, the Nursing Home required the General Fund to subsidize the operations by 23.27% or \$3,239,126. In 2009, the subsidy decreased to 16.21% or \$2,510,148, a decrease of \$728,978. Although census levels for 2009 were up slightly from 2008 by 773 bed days, Medicaid bed days were the main contributing factor with an overall increase of 1,418 and Private Pay census down by 800 bed days.

Financial Analysis of County Funds

Cheshire County uses fund accounting to ensure and demonstrate compliance with finance related legal requirements.

Governmental Funds

The focus of the County's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the County's financing requirements. In particular, unreserved fund balance may serve as a useful measure of the County's net resources available for spending at the end of the year.

As of December 31, 2009, the County's governmental funds reported a combined ending fund balance of \$7,807,185, a decrease of \$16,400,220 in comparison with the prior year. Approximately 97.56% of this total (\$7,616,332) represents unreserved fund balance, with 39.46% being the General Fund, 47.41% unspent proceeds for the House of Corrections Construction Project and 13.13% for the other combined governmental funds, which include County Extension Service, Incentive Fund, Heman Chase Fund, Nursing Home Contribution Fund, Wellington Fund, Deeds Surcharge, Freed Up Federal Medicaid Funds, JAG Grant Funds, Water System Project and the Capital Reserve Funds. The remainder of the fund balance is reserved to indicate that it is not available for new spending because it has already been committed to liquidate contracts and purchase orders of the prior year (\$190,853).

CHESHIRE COUNTY, NEW HAMPSHIRE

MANAGEMENT'S DISCUSSION & ANALYSIS

The General Fund is the primary operating fund of the County. At the end of 2009, unreserved fund balance was \$3,005,182, while total fund balance was \$3,100,412. Cheshire County's objective is to maintain an unreserved fund balance between 5% and 10 % of the County's total budget.

Cheshire County's total General Fund fund balance decreased by \$75,527 during 2009.

Enterprise Funds

The enterprise fund (Maplewood Nursing Home) focuses on the changes to net assets, much as it might be for a private-sector business.

The unrestricted net assets of Maplewood Nursing Home at December 31, 2009 were at deficit levels of (\$1,543,729). The unrestricted net asset deficit increased by \$165 over the 2008 level of (\$1,543,564). Although the Nursing Home supplemental revenue helps to narrow the difference between the Medicaid rate and our actual per diem rate, deficit levels still continue as the Medicaid rate combined with the Bed Tax falls short of covering the cost of patient care.

As a government owned Nursing Home, the census of Medicaid residents tends to be much higher than private Nursing Home levels. As of December 31, 2009, approximately 72% of the Nursing Home census consisted of residents needing Medicaid assistance in order to pay for their care. Based on the 2009 Medicaid cost report for Maplewood, the allowable per diem rate was calculated to be \$270.76. However, the actual paid per diem as of December 31, 2009 was \$153.49 or \$117.27 per day short of allowable 2009 costs. The supplemental revenue provided additional reimbursement averaging \$44.42 per day with the Proportionate Share Funds providing additional reimbursement of \$16.92 per day. In 2009 the County also received a temporary increase in the MQIP payments due to an increase in Federal funds from the American Recovery and Reinvestment Act. This increase enhanced the supplemental payment from \$44.42 per day to an average of \$55.42 per day. These additional payments still leave the allowable per diem rate short by approximately \$44.93 per day.

As of January 1, 2010 the Medicaid rate for Cheshire County decreased an additional \$10.57 per day to a daily rate of \$142.92. As the State of New Hampshire faces significant shortfalls in its budgets and with the number of clients in need of Medicaid Assistance higher than originally projected, every Nursing Home in New Hampshire received sizeable rate cuts to their daily Medicaid reimbursement rate.

The increase in Federal funds from the American Recovery and Reinvestment Act will continue to be received through 2010 by the Counties and will help to offset this rate decrease.

Budgetary Highlights

By State statute, the County Convention must adopt its annual budget within 90 days after the beginning of the County's fiscal year. Therefore, any new purchases or proposed changes to the budget are not executed until the budget is adopted. On March 23, 2009, the County Convention adopted the 2009 budget. As adopted, the bottom line was up 3.95% (\$1,421,793) and taxes to be raised were 8.75% higher than 2008 (\$1,719,488) for total taxes to be raised of \$21,374,082.

CHESHIRE COUNTY, NEW HAMPSHIRE

MANAGEMENT'S DISCUSSION & ANALYSIS

Areas that contributed to the increase included the following:

- 15 New Correctional Officer positions were hired at the end of 2008 thus adding to the payroll base for 2009 by approximately \$414,000. Additionally, the base payroll for all other County positions was up by \$300,000.
- A decrease in the interest income of \$460,000 from the Correctional Facility Bond proceeds.
- An increase of \$440,740 in our contribution toward Medicaid Assistance for Nursing Home and Home Based Care (HCBC).

In 2009, there was a supplemental budget brought before the delegation and approved. On July 13, 2009, the County budget was amended by \$1,005,225. This amendment was brought forward based on the receipt of State Proportional Share Funds in the amount of \$612,197 and additional Federal Medical Percentage funds (FMAP) for \$485,000. Additionally the delegation amended the budget to accept \$209,000 in grant funds from the Department of Justice Agency which became available under the Recovery Act (ARRA). Finally, the amendment increased the funding for the Regional Prosecutor's budget in order to add the City of Keene to the program.

In addition to using some of the Pro Share funds to purchase capital assets for the Nursing Home, the funds were used to reduce taxes to be raised by \$200,000.

As a result of the supplemental budget, the total budget increased to \$38,422,598 up 6.74% (\$2,427,018) over the 2008 budget and taxes to be raised to \$21,174,082 up 7.73% (\$1,519,488).

Capital Assets and Debt Administration

Capital Assets—The County's investment in capital assets for governmental and business-type activities as of December 31, 2009, was \$44,158,020 (net of accumulated depreciation). This investment in capital assets includes land and improvements, water and waste water systems, buildings and improvements, improvements other than buildings, machinery and equipment, vehicles, and construction in progress.

Major Capital projects and or equipment that was completed or purchased include \$18,560,126 in additional construction in progress for the new Correctional Facility, \$39,960 for a security system for the north stairwell at the Nursing Home, \$78,000 for resident bed frames, \$30,000 for a Nurse Call System, \$30,000 for a wood processor to process cord wood at the County Farm, \$32,000 to replace the fire box system at the Keene Administration Building and \$68,000 for repair work on the Farm Houses in Westmoreland.

Note IV (C) – Detailed Notes on All Funds (Capital Assets) provides additional information about capital asset activity during 2009.

Long-term Debt—At December 31, 2009, the County had total general obligation bonded debt outstanding of \$37,767,644. Of this amount, \$1,560,000 is for the Jaffrey District Court House and is reimbursed by the State of New Hampshire by way of a direct financing lease agreement. The annual payment schedule for the lease corresponds with the bond schedule principal and interest payments.

CHESHIRE COUNTY, NEW HAMPSHIRE
MANAGEMENT'S DISCUSSION & ANALYSIS

Other outstanding debt includes construction of a twenty (20) apartment Assisted Living Unit and the expansion of the Nursing Home's therapy departments with debt remaining as of December 31, 2009 of \$930,000. Bonds for the study of a new County Jail had a balance remaining of \$300,000 at year-end. After making the second payment on the bonds for the construction of the County Correctional Facility, the balance outstanding at year end for this debt was \$33,300,000. The County sold bonds with a 15-year term for the construction of a Geothermal Heating and Cooling System for the new County Correctional Facility in the amount of \$1,300,000 with the first payment due in 2010. Additionally, \$377,644 for the Water Treatment Upgrade Project is being funded by the use of State of New Hampshire Revolving Loan Funds. When this is completed, the County will have borrowed from this fund approximately \$745,000 for this project.

The County's long-term bonded debt decreased by payments made of \$2,315,000 during 2009 and increased by \$1,664,498 (new debt issued) for a net decrease of \$650,502.

The current outstanding debt for Cheshire County is as follows:

Cheshire County, Outstanding Debt			
December 31, 2009			
	Governmental Activities	Business-type Activities	Total
Nursing Home Expansion	\$ 623,100	\$ 306,900	\$ 930,000
Jail Expansion Study	300,000	-	300,000
Jaffrey District Court House	1,560,000	-	1,560,000
Jail Construction	33,300,000	-	33,300,000
Jail Geothermal System	1,300,000	-	1,300,000
Water Treatment Upgrade	<u>377,644</u>	<u>-</u>	<u>377,644</u>
Total Outstanding Debt	<u>\$ 37,460,744</u>	<u>\$ 306,900</u>	<u>\$ 37,767,644</u>

In 2005, the first capital lease payment associated with the Energy Efficiency Project was due. Total principal for this project was \$1,070,543 and was spread out over a twelve (12) year period. The fifth principal payment was made on May 30, 2009 for \$114,000. The remaining principal due for this project as of December 31, 2009 is \$577,543.

On July 21, 2009, the Delegation voted to raise and appropriate \$614,000 to finance the design, construction and equipping of the County Waste Water Treatment Plant. The County is in need of upgrading this treatment plant and learned that this project was awarded \$225,000 in funding from the New Hampshire Economic Stimulus Recovery Funds to offset the cost of the project. The contract has been awarded and plans are underway for completion in the spring of 2010 in order to meet the construction deadlines associated with accepting these funds.

CHESHIRE COUNTY, NEW HAMPSHIRE

MANAGEMENT'S DISCUSSION & ANALYSIS

Moody's has assigned an underlying rating of A1 to the outstanding general obligation debt of the County. In order to maintain this rating, the County will continue to pay close attention to the fund balance levels.

In addition to the bonded debt, the County's long-term obligations include \$390,478 in compensated absences. These compensated absences are an accumulation of unused accrued vacation and holiday time at December 31, 2009.

Economic Factors

- The Cheshire County unemployment rate for December 2009 was 6.0%, which compares favorably to the State's rate of 6.7 %, the New England rate of 8.7% and the national rate of 9.7 %. The County rate has increased over December 2008 at which time was 4.1 %.
- Most recent equalized assessed valuations of property used for appropriating Cheshire County's 2009 taxes were \$7,501,353,259. This is a slight decrease over the prior year assessed valuations of .68% or \$51,569,156.
- There were no outstanding tax payments due from any Cheshire County Town as of December 31, 2009.

Requests for Information

This financial report is designed to provide a general overview of the county's finances for all those with an interest in the governments' finances. Questions concerning any of the information provided in this report or requests for additional information should be addressed to Sheryl A. Trombly, Finance Director, 33 West Street, Keene, NH 03431.

BASIC FINANCIAL STATEMENTS

COUNTY OF CHESHIRE, NEW HAMPSHIRE
STATEMENT OF NET ASSETS
DECEMBER 31, 2009

	Governmental Activities	Business- type Activities	Total
ASSETS			
Cash and Equivalents	\$ 1,956,858	\$ 667,991	\$ 2,624,849
Temporary Investments	354,931	-	354,931
Accounts Receivable	215,000	1,752,381	1,967,381
Due from Other Governments	132,485	361,483	493,968
Internal Balances	2,843,649	(2,843,649)	-
Inventories	-	90,193	90,193
Deposits and Prepaids	15,185	100	15,285
Restricted Assets: Cash and Temporary Investments	6,613,274	-	6,613,274
Direct Financing Lease Receivable	2,027,220	-	2,027,220
Capital Assets:			
Land and Improvements	984,559	574,482	1,559,041
Water System	315,855	773,026	1,088,881
Wastewater System	166,232	436,433	602,665
Buildings and Improvements	10,885,257	7,120,660	18,005,917
Furniture, Equipment and Vehicles	1,475,334	2,291,470	3,766,804
Construction in Progress	34,996,207	-	34,996,207
Less Accumulated Depreciation	(8,777,802)	(7,083,693)	(15,861,495)
Total Capital Assets, Net of Depreciation	40,045,642	4,112,378	44,158,020
TOTAL ASSETS	\$ 54,204,244	\$ 4,140,877	\$ 58,345,121
LIABILITIES			
Accounts Payable	\$ 1,003,214	\$ 325,880	\$ 1,329,094
Contract Payable	601,817	-	601,817
Retainage Payable	1,963,017	-	1,963,017
Accrued Liabilities	706,839	308,192	1,015,031
Due to Other Governments	538,624	157,890	696,514
Deferred Revenue	624,681	-	624,681
Non-current Liabilities:			
Portion Due or Payable Within One Year:			
Bonds and Notes Payable	2,312,700	102,300	2,415,000
Capital Lease Obligations	26,220	56,210	82,430
Portion Due or Payable After One Year:			
Bonds and Notes Payable	35,148,044	204,600	35,352,644
Capital Lease Obligations	106,615	388,498	495,113
Compensated Absences	218,791	171,687	390,478
Total Liabilities	43,250,562	1,715,257	44,965,819
NET ASSETS			
Invested in Capital Assets, Net of Related Debt	9,065,337	3,360,770	12,426,107
Restricted for:			
Juvenile Incentive	117,093	-	117,093
Deeds Surcharge	71,131	-	71,131
Capital Reserves	254,771	-	254,771
Other Purposes:			
Expendable	68,404	-	68,404
Unrestricted (Deficit)	1,376,946	(935,150)	441,796
Total Net Assets	\$ 10,953,682	\$ 2,425,620	\$ 13,379,302

COUNTY OF CHESHIRE, NEW HAMPSHIRE
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2009

	Program Revenues			Net (Expense) Revenue and Change in Net Assets			
	Expenses	Charges For Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-type Activities	Total
<i>Functions/Programs</i>							
General Government	\$ 5,982,058	\$ 1,188,322	\$ 421,309	\$ -	\$ (4,372,427)	\$ -	\$ (4,372,427)
Public Safety	5,749,327	748,786	312,538	-	(4,688,003)	-	(4,688,003)
Human Services	7,084,718	-	-	-	(7,084,718)	-	(7,084,718)
Farm	368,398	222,987	-	-	(145,411)	-	(145,411)
Interest on Long-term Debt	1,606,721	-	74,620	-	(1,532,101)	-	(1,532,101)
Total Governmental Activities	20,791,222	2,160,095	808,467	-	(17,822,660)	-	(17,822,660)
<i>Business-type Activities</i>							
Cheshire County Nursing Home	15,484,487	10,158,214	2,535,765	-	-	(2,790,508)	(2,790,508)
Total Business-type Activities	15,484,487	10,158,214	2,535,765	-	-	(2,790,508)	(2,790,508)
Total	<u>\$ 36,275,709</u>	<u>\$ 12,318,309</u>	<u>\$ 3,344,232</u>	<u>\$ -</u>	<u>(17,822,660)</u>	<u>(2,790,508)</u>	<u>(20,613,168)</u>
<i>General Revenues:</i>							
Taxes:							
					21,174,082	-	21,174,082

COUNTY OF CHESHIRE, NEW HAMPSHIRE
BALANCE SHEET
GOVERNMENTAL FUNDS
DECEMBER 31, 2009

	Major Funds		Other	Total
	General	House of	Governmental	Governmental
	Fund	Corrections	Funds	Funds
		Construction		
SSETS				
Cash and Equivalents	\$ 1,131,642	\$ -	\$ 825,216	\$ 1,956,858
Temporary Investments	957	-	353,974	354,931
Accounts Receivable	213,073	-	1,927	215,000
Due From Other Funds	3,498,777	250,000	-	3,748,777
Due From Other Governments	132,485	-	-	132,485
Deposits and Prepaids	15,185	-	-	15,185
Restricted Assets: Cash and Temporary Investments	-	6,613,274	-	6,613,274
TOTAL ASSETS	\$ 4,992,119	\$ 6,863,274	\$ 1,181,117	\$ 13,036,510
LIABILITIES AND FUND BALANCE				
Liabilities				
Accounts Payable	\$ 833,550	\$ 169,664	\$ -	\$ 1,003,214
Contracts Payable	-	601,817	-	601,817
Retainage Payable	-	1,963,017	-	1,963,017
Accrued Liabilities	251,720	-	-	251,720
Due to Other Funds	256,676	517,924	85,196	859,796
Due to Other Governments	538,624	-	-	538,624
Deferred Revenues	11,137	-	-	11,137
Total Liabilities	1,891,707	3,252,422	85,196	5,229,325
Fund Balances				
Reserved for Encumbrances	80,045	-	95,623	175,668
Reserved for Prepaids	15,185	-	-	15,185
Unreserved, Reported in:				
General Fund	3,005,182	-	-	3,005,182
Nonmajor Special Revenue Funds	-	-	750,174	750,174
Major Capital Projects Funds	-	3,610,852	-	3,610,852
Nonmajor Capital Projects Funds	-	-	250,124	250,124
Total Fund Balances	3,100,412	3,610,852	1,095,921	7,807,185
TOTAL LIABILITIES AND FUND BALANCES	\$ 4,992,119	\$ 6,863,274	\$ 1,181,117	\$ 13,036,510

(Continued)

See Accompanying Notes Are an Integral Part of This Financial Statement

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COUNTY OF CHESHIRE, NEW HAMPSHIRE
RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCE TO NET
ASSETS OF GOVERNMENTAL ACTIVITIES
DECEMBER 31, 2009

<i>Total Governmental Fund Balances (Previous Page)</i>	\$ 7,807,185
<i>Amounts Reported for Governmental Activities in the Statement of Net Assets Are Different Because of the Following Items:</i>	
Capital Assets Used in Governmental Activities Are NOT Financial Resources and Therefore Are Not Reported in the Funds.	40,045,642
Other Long-term Assets Are NOT Available to Pay for Current-period Expenditures and Therefore Are Saved in the Funds.	2,027,220
Internal Service Funds Are Used by the County to Charge the Costs of Health and Dental Insurance; the Assets and Liabilities of the Internal Service Fund Are Included in Business-type Activities. This Amount Represents the Amount Due to the Business-type Activities at Year End.	(45,332)
Bond Premium Revenues Are Recognized in the Year Received on Governmental Funds (Statement 4) Whereas in the Statement of Net Assets They Are Amortized Over the Life of the Bond Issue.	(146,324)
Long-term Deferred Revenues Related to Long-term Receivables Are NOT Recognized on Statement 3.	(467,220)
Long-term Liabilities, Including Bonds Payable and Unmatured Compensated Absences, Are NOT Due and Payable in the Current Period and Therefore Are NOT Reported in the Funds.	(38,267,489)
<i>Net Assets of Governmental Activities - Statement 1</i>	<u>\$ 10,953,682</u>

COUNTY OF CHESHIRE, NEW HAMPSHIRE
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2009

	Major Funds		Other Governmental Funds	Totals Governmental Funds
	General Fund	House of Corrections Construction		
Revenues				
Taxes	\$ 21,174,082	\$ -	\$ -	\$ 21,174,082
Intergovernmental	1,399,447	-	497,013	1,896,460
Charges for Services	1,704,616	-	27,384	1,732,000
Interest	240,134	-	3,231	243,365
Other	682,149	-	531	682,680
Total Revenues	<u>25,200,428</u>	<u>-</u>	<u>528,159</u>	<u>25,728,587</u>
Expenditures				
Current:				
General Government	4,767,295	-	513,187	5,280,482
Public Safety	5,401,896	-	109,641	5,511,537
Farm	328,479	-	-	328,479
Human Services	6,858,897	-	-	6,858,897
Capital Outlay	395,747	18,279,410	280,714	18,955,871
Debt Service	4,347,891	-	-	4,347,891
Total Expenditures	<u>22,100,205</u>	<u>18,279,410</u>	<u>903,542</u>	<u>41,283,157</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>3,100,223</u>	<u>(18,279,410)</u>	<u>(375,383)</u>	<u>(15,554,570)</u>
Other Financing Sources (Uses)				
Proceeds of Long-term Debt	-	1,300,000	364,498	1,664,498
Operating Transfers In	-	250,000	415,602	665,602
Operating Transfers (Out)	(3,175,750)	-	-	(3,175,750)
Total Other Financing Sources (Uses)	<u>(3,175,750)</u>	<u>1,550,000</u>	<u>780,100</u>	<u>(845,650)</u>
Excess (Deficiency) of Revenues Over Expenditures and Other Financing Sources (Uses)	<u>(75,527)</u>	<u>(16,729,410)</u>	<u>404,717</u>	<u>(16,400,220)</u>
Fund Balances, Beginning of Year	<u>3,175,939</u>	<u>20,340,262</u>	<u>691,204</u>	<u>24,207,405</u>
Fund Balances, End of Year	<u>\$ 3,100,412</u>	<u>\$ 3,610,852</u>	<u>\$ 1,095,921</u>	<u>\$ 7,807,185</u>

(Continued)

The Accompanying Notes are an Integral Part of This Financial Statement

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COUNTY OF CHESHIRE, NEW HAMPSHIRE
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCE OF GOVERNMENTAL ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2009

<i>Net Change in Fund Balances - Total Governmental Funds (Previous Page)</i>	\$ (16,400,220)
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Governmental Funds Report Capital Outlays During the Year as Expenditures on Statement 4. However, on the Statement of Activities (Statement 2) the Cost of Those Capital Items Has Been Capitalized and the Cost is Then Allocated Over Their Estimated Useful Lives and Reported as Depreciation Expense. This is the Amount by Which Capital Outlay Expenditures Exceeded Depreciation Expense for the Current Fiscal Year.	18,369,938
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Repayment of Bond and Capital Lease Principal is an Expenditure in the Governmental Funds (Statement 4), But the Repayment Reduces Long-term Liabilities in the Statement of Net Assets (Statement 2). Also, Bond Proceeds Are Recognized as an Other Financing Source on Statement 4 But Are Recorded as a Long-term Liability in Statement of Net Assets (Statement 2). This is the Amount of the Repayments and Bond or Capital Lease Proceeds That Have Been Charged to Long-Term Liabilities.	574,422
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Accrued Interest on the Governmental Funds is Reported as Expenditure When Paid, While Interest Due at Year End is Recognized as a Liability and an Expense on the Statement of Net Assets (Statement 2). This is the Net Amount by Which Accrued Interest Expense Exceeded Interest Expense for the Current Fiscal Year	16,962
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Estimated Compensated Absences Payable Are Recognized When Payable on Statement 4 But Are Accrued and Expensed at Year End on Statement 2.	(4,351)
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Revenues Reported in the Statement of Activities That do NOT Provide Current Financial Resources are NOT Reported as Current Year's Revenues in the Funds Statement.	74,620
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Revenues Received From the State of New Hampshire and Reported on the Funds Statements are Reported as Receipts Against the Direct Financing Lease Receivable on Statement 2.	(204,620)
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Internal Service Fund is Used by The County to Charge the Costs of Dental and Health Insurance to Individual Funds. The Net Cost of the Internal Service Fund is Reported in Governmental Activities	(137,659)
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Bond Premium Revenues Are Recognized in the Year Received on Governmental Funds (Statement 4) Whereas in the Statement of Net Assets They Are Amortized Over the Life of the Bond Issue.	8,129
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<i>Change in Net Assets of Governmental Activities (Statement 2)</i>	<u>\$ 2,297,221</u>
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COUNTY OF CHESHIRE, NEW HAMPSHIRE
STATEMENT OF NET ASSETS
PROPRIETARY FUNDS
DECEMBER 31, 2009

	Business- type Activities <u>Cheshire County Nursing Home</u>	Governmental Activities <u>Internal Service Fund</u>
ASSETS		
Current Assets		
Cash and Equivalents	\$ 200	\$ 667,791
Accounts Receivable - Services	1,752,381	-
Due From Other Funds	-	6,676
Due From Other Governments	361,483	-
Inventories	90,193	-
Prepaid Expenses	100	-
Total Current Assets	<u>2,204,357</u>	<u>674,467</u>
Capital Assets:		
Land and Improvements	574,482	-
Water System	773,026	-
Wastewater System	436,433	-
Buildings and Improvements	7,120,660	-
Vehicles	152,518	-
Furniture and Equipment	2,138,952	-
Less Accumulated Depreciation	<u>(7,083,693)</u>	<u>-</u>
Total Capital Assets, Net of Depreciation	4,112,378	-
TOTAL ASSETS	<u><u>\$ 6,316,735</u></u>	<u><u>\$ 674,467</u></u>
LIABILITIES		
Current Liabilities		
Accounts Payable	\$ 214,660	\$ 111,220
Accrued Liabilities	308,192	-
Due To Other Funds	2,895,657	-
Due to Other Governments	157,890	-
Current Portion of Long-term Debt:		
Obligations Under Capital Lease	56,210	-
Bonds Payable	<u>102,300</u>	<u>-</u>
Total Current Liabilities	<u><u>\$ 3,734,909</u></u>	<u><u>\$ 111,220</u></u>

COUNTY OF CHESHIRE, NEW HAMPSHIRE
STATEMENT OF NET ASSETS
PROPRIETARY FUNDS
DECEMBER 31, 2009

	Business- type Activities Cheshire County Nursing Home	Governmental Activities Internal Service Fund
Noncurrent Liabilities:		
Obligations Under Capital Lease	\$ 388,498	\$ -
Bonds Payable	204,600	-
Compensated Absences	171,687	-
Total Noncurrent Liabilities	764,785	-
Total Liabilities	4,499,694	111,220
NET ASSETS		
Invested in Capital Assets, Net of Related Debt	3,360,770	-
Unrestricted (Deficit)	(1,543,729)	563,247
Total Net Assets	1,817,041	563,247
TOTAL LIABILITIES AND NET ASSETS	\$ 6,316,735	\$ 674,467

Reconciliation to Government-wide Statement of Net Assets (Statement 1):

Total Net Assets Business-type Activities Above	\$ 1,817,041
Adjustment to Reflect the Consolidation of Internal Service Fund Activities Related to Business-type Activities	608,579
Total Net Assets Business-type Activities, Statement 1	<u>\$ 2,425,620</u>

COUNTY OF CHESHIRE, NEW HAMPSHIRE
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS
PROPRIETARY FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2009

	Business- type Activities	Governmental Activities
	Cheshire County Nursing Home	Internal Service Fund
<i>Operating Revenues</i>		
Intergovernmental	\$ 1,923,568	\$ -
Charges for Services:		
Medicaid	5,323,481	-
Private	2,226,080	-
Atypical Unit	1,205,166	-
Medicare A and B (PT, OT, Speech and Other), Respite Care, Nurse Practitioner and Adult Day Care	781,660	-
Other User Charges	-	2,258,890
Total Charges for Services	9,536,387	2,258,890
Miscellaneous:		
Meals	621,827	-
Medicaid Proportional Share	612,197	-
Other	13,096	-
Total Miscellaneous	1,247,120	-
<i>Total Operating Revenues</i>	12,707,075	2,258,890
<i>Operating Expenses</i>		
General Operating Expenses:		
Administration	2,603,506	2,662,117
Quality Improvement	73,321	-
Dietary	1,565,759	-
Nursing	6,218,751	-
Atypical Unit	1,224,984	-
Facilities	1,037,561	-
Waste Water Treatment Plant	19,234	-
Water Treatment Plant	22,877	-
Laundry and Linens	689,784	-
Activities	279,701	-
Social Services	173,170	-
Occupational Therapy	177,597	-
Physical Therapy and Speech Therapy	386,269	-
Other Services for Residents	229,150	-
Capital Outlay - Minor Equipment	2,332	-
Depreciation	432,416	-
<i>Total Operating Expenses</i>	15,136,412	2,662,117
Operating Income (Loss)	(2,429,337)	(403,227)

COUNTY OF CHESHIRE, NEW HAMPSHIRE
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS
PROPRIETARY FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2009

	Business- type Activities	Governmental Activities
	Cheshire County Nursing Home	Internal Service Fund
<i>Non-Operating Revenues (Expenses)</i>		
Interest Expense	\$ (41,948)	\$ -
Interest Revenue	-	5,087
Bad Debt Recovery (Expense)	(40,557)	-
<i>Net Non-Operating Revenues (Expenses)</i>	<u>(82,505)</u>	<u>5,087</u>
Income (Loss) Before Contributions and Transfers	<u>(2,511,842)</u>	<u>(398,140)</u>
<i>Contributions and Transfers In (Out)</i>		
Capital Contributions	2,198	-
Transfers In	2,510,148	-
Transfers (Out)	-	-
<i>Total Contributions and Transfers In (Out)</i>	<u>2,512,346</u>	<u>-</u>
Change in Net Assets	504	(398,140)
Total Net Assets, Beginning of Year, Restated	<u>1,816,537</u>	<u>961,387</u>
Total Net Assets, End of Year	<u>\$ 1,817,041</u>	<u>\$ 563,247</u>

Reconciliation to Government-wide Statement of Activities (Statement 2):

Change in Net Assets Business-type Activities, Above	\$ 504
Adjustments to Reflect the Consolidation of Internal Service Fund Activity Related to Business-type Activities	(260,483)
Change in Net Assets Business-type Activities, Statement 2	<u>\$ (259,979)</u>

COUNTY OF CHESHIRE, NEW HAMPSHIRE
STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2009

	Business- type Activities <u>Cheshire County Nursing Home</u>	Governmental Activities <u>Internal Service Fund</u>
<i>Cash Flows from Operating Activities</i>		
Cash Received From Services	\$ 10,667,471	\$ -
Cash Received from Other Governments	1,948,063	-
Cash Received for Interfund Services Provided	-	2,258,890
Cash Paid to Suppliers	(7,192,960)	(2,694,280)
Cash Paid to Employees	(7,372,427)	-
Other Expenses	(229,150)	-
<i>Net Cash Provided (Used) by Operating Activities</i>	<u>(2,179,003)</u>	<u>(435,390)</u>
<i>Cash Flows From Noncapital Financing Activities</i>		
Operating Transfers From Other Funds	2,510,148	-
Loans From/(to) Other Funds	147,267	65,684
<i>Net Cash Provided (Used) for Capital and Related Financing Activities</i>	<u>2,657,415</u>	<u>65,684</u>
<i>Cash Flows From Capital and Related Financing Activities</i>		
Principal Paid on Bonds	(102,300)	-
Principal Paid on Capital Lease	(87,780)	-
Interest Paid on Bonds and Capital Lease	(45,327)	-
Acquisition of Improvements and Equipment	(243,005)	-
<i>Net Cash Provided (Used) for Capital and Related Financing Activities</i>	<u>(478,412)</u>	<u>-</u>
<i>Cash Flows From Investing Activities</i>		
Interest Earnings on Investments	-	5,087
<i>Net Cash Provided (Used) From Investing Activities</i>	<u>-</u>	<u>5,087</u>
Increase (Decrease) in Cash and Cash Equivalents	-	(364,619)
Cash and Cash Equivalents at Beginning of Year	200	1,032,410
Cash and Cash Equivalents at End of Year	<u>\$ 200</u>	<u>\$ 667,791</u>
<i>Noncash Transactions</i>		
Additions to Capital Assets from Contributions	<u>\$ 2,198</u>	<u>\$ -</u>
Capital Assets Retired During the Year	<u>\$ (28,019)</u>	<u>\$ -</u>

COUNTY OF CHESHIRE, NEW HAMPSHIRE
STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2009

	Business- type Activities	Governmental Activities
	Cheshire County Nursing Home	Internal Service Fund
<i>Reconciliation of Operating Income to Net Cash Provided by Operating Activities</i>		
Operating Income (Loss)	\$ (2,429,337)	\$ (403,227)
<i>Adjustments to Reconcile Net Operating Income (Loss) to Net Cash Provided by Operating Activities</i>		
Depreciation	432,416	-
Other Operating Expenses	(40,557)	-
Change in Operating Assets and Liabilities:		
(Increase) Decrease in Operating Assets:		
Accounts Receivable	(116,036)	-
Inventories	425	-
Deposits and Prepaids	228	-
Due From Other Funds	-	-
Due From Other Governments	24,495	-
Increase (Decrease) in Operating Liabilities:		
Accounts Payable	(54,099)	(32,163)
Due to Other Funds	-	-
Accrued Liabilities	28,248	-
Due to Other Governments	12,226	-
Deferred Revenues	-	-
Compensated Absences	(37,012)	-
<i>Total Adjustments</i>	250,334	(32,163)
<i>Net Cash Provided (Used) by Operating Activities</i>	<u>\$ (2,179,003)</u>	<u>\$ (435,390)</u>

COUNTY OF CHESHIRE, NEW HAMPSHIRE
STATEMENT OF ASSETS AND LIABILITIES
FIDUCIARY FUNDS - ALL AGENCY FUNDS
DECEMBER 31, 2009

	Agency Funds					Totals
	Sheriff's Escrow and Fees	Register of Deeds	Nursing Home Residents' Funds	Nursing Home Activity Fund	Jail Canteen/ Recreation Fund	Community Development Block Grants
ASSETS						
Cash	\$ 9,437	\$ 336,900	\$ 69,345	\$ 5,037	\$ 46,801	\$ 13,962
Temporary Investments	-	-	-	-	-	-
Accounts Receivable	-	3,783	-	-	-	-
Due From Other Governments	-	-	-	-	-	-
TOTAL ASSETS	<u>\$ 9,437</u>	<u>\$ 340,683</u>	<u>\$ 69,345</u>	<u>\$ 5,037</u>	<u>\$ 46,801</u>	<u>\$ 13,962</u>
						<u>\$ 485,265</u>
LIABILITIES						
Accounts Payable	\$ 8,417	-	\$ 256	\$ -	\$ -	\$ 13,962
Due to Other Governments	-	340,683	-	-	-	-
Due to Specific Individuals and/or Groups:						
To Judiciary Participants	1,020	-	-	-	-	-
To Inmates	-	-	-	-	46,801	-
To Nursing Home Residents/Activities	-	-	69,089	5,037	-	-
TOTAL LIABILITIES	<u>\$ 9,437</u>	<u>\$ 340,683</u>	<u>\$ 69,345</u>	<u>\$ 5,037</u>	<u>\$ 46,801</u>	<u>\$ 13,962</u>
						<u>\$ 485,265</u>

COUNTY OF CHESHIRE, NEW HAMPSHIRE

NOTES TO THE FINANCIAL STATEMENTS

I | SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

Cheshire County is a “body corporate” under the authority of the New Hampshire Revised Statute Annotated (RSA) 23:1. The elected County Commissioners are responsible for the day to day operation of the County. The Commissioners present a recommended budget to the County Convention for approval annually. If the Convention does not adopt its annual budget within 90 days after the beginning of the County’s fiscal year then, the Commissioners’ original budget, as submitted for approval, becomes effective for the year.

B. Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net assets and the statement of changes in net assets) report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. County taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund and fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. County tax assessments are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the County considers revenues to be available if they are collected within 60 days of the end of the current

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

County tax assessments and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the County.

The County reports the following major governmental funds:

General Fund – This is the County’s primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The House of Corrections Construction – this fund is used to account for the construction and equipping of a new House of Corrections as approved by the County Delegation to be funded by a \$37,000,000 bond issue.

Non-Major Governmental Fund Types:

Special Revenue Funds – accounts for specific revenue sources that are restricted by law or administrative action to expenditure for specific purposes. Non-major special revenue funds include the Extension Service, Juvenile Placement, Heman Chase, Nursing Home Donations, Wellington, Baronoski Education Fund, Federal Stimulus Fund, JAG Grant and Deeds Surcharge Fund.

Capital Projects Funds – account for financial resources segregated for the acquisition or construction of major capital facilities. Non-major capital projects funds include the Water System Project and the various Capital Reserve Funds.

The County reports the following major proprietary funds:

County Nursing Home – This fund accounts for the activities of the Cheshire County Nursing Home. The fund accounts for the operation and maintenance of the Nursing Home, which provides intermediate and skilled nursing care to the elderly residents of the County. The Home is funded through a combination of Medicaid and Medicare funds from the Federal Government, the State and the County as well as from the private resources of the residents of the Home.

Additionally, the County reports the following fund types:

Fiduciary funds are used to account for assets held by the County in a trustee capacity or as an agent for individuals, private organizations or other governments. The fiduciary funds of the County are agency funds (Sheriff’s Escrow and Fees, Register of Deeds, Nursing Home Residents’ Fund, Jail Canteen/Recreation Fund and Community Development Block Grants). Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operation. Fiduciary funds are NOT included in the government-wide financial statements.

COUNTY OF CHESHIRE, NEW HAMPSHIRE

NOTES TO THE FINANCIAL STATEMENTS

Private-sector standards of accounting and financial reporting issued prior to December 1, 1989, generally are followed in both the government-wide and proprietary fund financial statements to the extent that those standards do not conflict with or contradict guidance of the Governmental Accounting Standards Board. Governments also have the option of following subsequent private-sector guidance for their business-type activities and enterprise funds, subject to this same limitation. The County has elected not to follow subsequent private-sector guidance.

As a general rule the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are payments-in-lieu of taxes and other charges between the County Nursing Home function and various other functions of the County. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

Amounts reported as program revenues include 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes. Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the County's Nursing Home are charges to residents for services. Operating expenses for the enterprise fund include the cost of services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

When both restricted and unrestricted resources are available for use, it is the County's policy to use restricted resources first, and then unrestricted resources as they are needed.

D. Assets, Liabilities, and Net Assets or Equity

1. DEPOSITS AND INVESTMENTS

The County's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition.

The County Treasurer is authorized by State statutes and with the approval of the Commissioners to invest excess funds "in obligations of the U.S. Government, in participation units in the public deposit investment pool established pursuant to RSA 383:22, in savings bank deposits of banks incorporated under the laws of the State of New Hampshire or in certificates of deposits and repurchase agreements of banks incorporated under the laws or in the State of New Hampshire or in banks recognized by the State Treasurer".

The County participates in the New Hampshire Public Deposit Investment Pool established in accordance with RSA 383:22-24. Total funds on deposit with the Pool at year-end were \$26,667 and are reported as temporary investments on the General Fund (\$957) and other governmental funds (\$25,710). At this time, the Pool's investments are limited to "short-term U.S. Treasury and U.S. Government Agency obligations, State of New Hampshire and New Hampshire municipal obligations, certificates of deposit from A1/P1-rated banks, money market mutual funds (maximum of 20% of portfolio), overnight to 30-day repurchase agreements (no limit, but collateral level at 102% in U.S. Treasury and Government Agency instruments

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

delivered to Custodian) and reverse overnight repurchase agreements with primary dealers or dealer banks.”

The Pool is operated under contract with a private investment advisor, approved by the State Bank Commissioner and the advisory committee created under RSA 383:24. The Pool is a 2a7-like pool, which means that it is not registered with the Securities Exchange Commission (“SEC”) as an investment company, but nevertheless has a policy that it will, and does, operate in a manner consistent with the SEC’s Rule 2a7 of the Investment Company Act of 1940. Cost and market value of the Pool’s investments are the same.

2. RECEIVABLES AND PAYABLES

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as “due to/from other funds”.

The Department of Revenue Administration, based upon data reported on the assessment of properties by the cities and towns in the County, annually sets the County tax assessment for each community within the County. Based upon the assessments from the Department of Revenue Administration, the County Treasurer issues a warrant to the cities and towns in the County for them to assess, collect and pay to the County the County tax assessment. The tax is due annually by December seventeenth with interest at ten percent chargeable on any unpaid amounts.

3. INVENTORIES AND PREPAID ITEMS

All inventories are valued at cost using the first-in/ first-out (FIFO) method. Inventories of governmental funds are recorded as expenditures when consumed rather than when purchased.

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

4. CAPITAL ASSETS

Capital assets, which include property, plant, equipment, and vehicles, are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the County as assets with an initial individual cost of more than \$5,000 and an estimated useful life in excess of one year for governmental activities. For business-type activities (County Nursing Home) the County uses a threshold of \$500. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets of business-type activities is included as part of the capitalized value of the assets constructed.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

Property, plant, and equipment of the County is depreciated using the straight line method over the following estimated useful lives:

Assets	Years
Buildings and Improvements	5-40
Vehicles	5-15
Equipment	4-25

5. COMPENSATED ABSENCES

It is the County's policy to permit employees to accumulate earned but unused vacation and sick pay benefits. Vacation may be accrued to one and one-half times the employee's maximum. Any vacation accrued beyond this amount will be forfeited.

Employees are allowed to take a given holiday on or after the holiday. Annual accrued holiday time must be taken within sixty days of the new calendar year. Consequently, the County accrues accumulated unpaid vacation pay and recognizes the expense in the period the pay is earned.

Sick leave accumulates at the rate of up to ten days per year and may be accumulated to a maximum of sixty days.

Under the current sick leave policy, upon accumulation of sixty days sick leave, all sick leave days over sixty days are paid to the employee at the end of the year, at the rate of one-half day per day accumulated. Employees may not carry over such compensation to subsequent years nor are they eligible to be paid for any unused sick leave time should they terminate their employment.

All compensated absences are accrued when incurred in the government-wide and proprietary fund financial statements. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

6. LONG-TERM OBLIGATIONS

In the government-wide financial statements, and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net assets. Bond premiums and discounts, as well as issuance costs, are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are reported as deferred charges and amortized over the term of the related debt.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

COUNTY OF CHESHIRE, NEW HAMPSHIRE

NOTES TO THE FINANCIAL STATEMENTS

7. FUND EQUITY

In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

8. NET ASSETS

Net assets represent the difference between assets and liabilities. Net assets invested in capital assets, net of related debt, consists of capital assets (net of accumulated depreciation) reduced by the outstanding balances of any debt used for the acquisition, construction or improvement of those capital assets. Net assets are reported as restricted when there are limitations imposed on their use either through constitutional provision on enabling legislation or through external restrictions imposed by creditors, grantors or law or regulations of other governments. The County reports the following restricted net asset categories:

Juvenile Incentive – Under New Hampshire RSA (Revised Statutes Annotated) 170-G:4 XVI the State's Division for Children and Youth Services shall distribute funds to cities, towns and counties to "develop and maintain prevention programs, court diversion programs and alternative dispositions for juveniles other than placements outside of the home."

Deeds Surcharge – Under New Hampshire RSA 478:17-j, the Register of Deeds, with approval of the County Convention may impose a \$2 surcharge which may "only be used for the purchase, rental or repair of equipment" and which "shall be a separate nonlapsing account, and the moneys in the account shall not be available for use as general revenue of the county."

Capital Reserves – Under New Hampshire RSA 35:1, the County may raise and appropriate funds for the "construction, reconstruction or acquisition of a specific capital improvement, or the acquisition of a specific item or specific items of equipment." Such funds that have been appropriated by the County Convention are reported as restricted net assets at year end.

Other Purposes: Expendable - The balance of expendable trust funds is reported as a component of restricted net assets, as the funds are restricted to specific uses by the donors.

II | RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

A. Explanation of Certain Differences Between the Governmental Fund Balance Sheet and the Government-Wide Statement of Net Assets

The governmental fund balance sheet includes a reconciliation between fund balance - total governmental funds and net assets - governmental activities as reported in the government-wide statement of net assets. One element of that reconciliation explains that "long-term liabilities, including bonds payable, are not due and payable in the current period and therefore are not reported in the funds."

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

The details of this difference are as follows:

Bonds Payable	\$ (37,460,744)
Add: Accrued Interest Payable on Bonds and Capital Leases at Fiscal Year End	(455,119)
Capital Leases Payable	(132,835)
Compensated Absences	<u>(218,791)</u>
Net Adjustments to Reduce Fund Balance – Total Governmental Funds to Arrive at Net Assets – Governmental Activities	<u>\$ (38,267,489)</u>

B. Explanation of Certain Differences Between the Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balances and the Government-Wide Statement of Activities

The governmental fund statement of revenues, expenditures, and changes in fund balances includes a reconciliation between net changes in fund balances - total governmental funds and changes in net assets of governmental activities as reported in the government-wide statement of activities. One element of that reconciliation explains that “governmental funds report capital outlays as expenditures. However, on the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.” The details of this difference are as follows:

Capital Outlay	\$ 18,812,030
Depreciation Expense	<u>(442,092)</u>
Net Adjustment to Increase Net Changes in Fund Balances - Total Governmental Funds to Arrive at Changes in Net Assets of Governmental Activities	<u>\$ 18,369,938</u>

Another element of that reconciliation states “repayment of bond and capital lease principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Assets. Also bond proceeds are recognized as an other financing source on Statement 4 but are recorded as a long-term liability in Statement of Net Assets.”

The details of this difference are as follows:

Debt Issued or Incurred:

Capital Lease Financing	\$ -
Issuance of General Obligation Bonds	(1,664,498)

Principal Repayments:

General Obligation Debt	2,212,700
Payment on Capital Lease	<u>26,220</u>
Net Adjustment to Decrease Net Changes in Fund Balances – Total Governmental Funds to Arrive at Changes in Net Assets of Governmental Activities	<u>\$ 574,422</u>

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

III | STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

A. Budgetary Information

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for the General Fund. The County observes the following procedures in establishing the budgetary data reflected in the financial statements:

1. The County Commissioners deliver or mail to each member of the County Convention and to the chairman of the Board of Selectmen in each Town and the Mayor of each City within the County and to the Secretary of State prior to December 1 annually their itemized budget recommendations together with a statement of actual expenditures and income for at least nine months of the preceding fiscal year.
2. Within ten to twenty days after the mailing of the budget, a public hearing is held on the budget estimates as submitted by the Commissioners.
3. Twenty-eight days must elapse after the mailing of the estimated operating budget before the County Convention may vote on the appropriations for the ensuing budget period.
4. The County Convention must adopt its annual budget no later than March 31.
5. The final form of the County Budget is filed with the Secretary of State's office and the Commissioner of Revenue Administration no later than 30 days after the adopting of the budget.
6. The Commissioners are authorized to transfer budget amounts from department to department. However, any revisions that alter the total expenditures of any fund must be approved by the Executive Committee of the delegation.
7. Except for the payment of judgments rendered against the County, expenditures cannot exceed the total appropriations which the County Convention has voted.
8. The Commissioners may apply to the County Convention for a supplemental appropriation to be made subsequent to the adoption of the annual County budget. The budget reflected in the financial statements includes one supplemental appropriation approved by the delegation.
9. Formal budgetary integration is employed as a management control device during the year for the General Fund, Special Revenue Fund (Extension Service) and Proprietary Fund (County Nursing Home). The County legally adopts only one budget for the funds.
10. Budget appropriations lapse at year-end except for any outstanding encumbrances or approved appropriation carryovers.
11. Budgets for the General Fund are adopted on a basis consistent with generally accepted accounting principles (GAAP). Budgets for the Proprietary Fund are adopted on a basis, which is not consistent with GAAP. The budget for the Proprietary Fund is prepared on the modified accrual basis while GAAP requires the full accrual basis.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

IV | DETAILED NOTES ON ALL FUNDS

A. Deposits and Custodial Credit Risk

Custodial credit risk is the risk that in the event of a bank failure, the County's deposits may not be returned to it. The County does not have a deposit policy for custodial credit risk. At year end, the carrying amount of the County's deposits was 10,047,869. At year end, \$10,565,985 of the County's bank balance of \$10,617,435 was covered by either FDIC insurance or through the FDIC Transaction Account Guarantee Program which expires December 31, 2013. At year end \$51,450 of the County's year end bank balance was exposed to custodial credit risk as follows:

Uninsured and Uncollateralized	\$ 51,450
Total	<u>\$ 51,450</u>

For purposes of the statement of cash flows, all highly liquid investments (including restricted assets) with a maturity of three months or less when purchased are considered to be cash equivalents.

B. Receivables

Receivables as of year-end for the County's individual major funds, non-major and fiduciary funds in the aggregate, including the applicable allowances for uncollectible accounts, are as follows:

	General	Other Funds	Total
<i>Receivables:</i>			
County Taxes	\$ -	\$ -	\$ -
Accounts	213,073	1,927	215,000
Intergovernmental	<u>132,485</u>	<u>-</u>	<u>132,485</u>
Gross Receivables	345,558	1,927	347,485
Less: Allowance for Uncollectibles	<u>-</u>	<u>-</u>	<u>-</u>
Net Total Receivables	<u>\$ 345,558</u>	<u>\$ 1,927</u>	<u>\$ 347,485</u>

Revenues of the County Nursing Home are reported net of uncollectible amounts. Total uncollectible amounts related to revenues of the current period are as follows:

Receivables, Gross	\$ 1,792,938
Due From Other Governments, Gross	361,483
Uncollectibles	<u>(40,557)</u>
Net Total Receivables	<u>\$ 2,113,864</u>

Governmental funds report deferred revenue in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period. Governmental funds also defer revenue recognition in connection with resources that have been received, but not yet earned.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

C. Capital Assets

Capital asset activity for the year ended was as follows:

	Beginning Balances	Increases	Decreases	Ending Balances
<i>Governmental Activities:</i>				
Capital Assets, Not Being Depreciated:				
Land	\$ 984,559	\$ -	\$ -	\$ 984,559
Construction in Progress	<u>16,436,081</u>	<u>18,560,126</u>	<u>-</u>	<u>34,996,207</u>
Total Capital Assets, Not Being Depreciated	<u>17,420,640</u>	<u>18,560,126</u>	<u>-</u>	<u>35,980,766</u>
Capital Assets, Being Depreciated:				
Land Improvements	-	-	-	-
Water System	315,855	-	-	315,855
Wastewater System	166,232	-	-	166,232
Buildings and Improvements	10,763,363	121,894	-	10,885,257
Equipment and Vehicles	<u>1,345,324</u>	<u>130,010</u>	<u>-</u>	<u>1,475,334</u>
Total Capital Assets Being Depreciated	<u>12,590,774</u>	<u>251,904</u>	<u>-</u>	<u>12,842,678</u>
Less: Accumulated Depreciation for:				
Land Improvements	-	-	-	-
Water System	(174,596)	(14,916)	-	(189,512)
Wastewater System	(71,035)	(8,001)	-	(79,036)
Buildings and Improvements	(7,341,992)	(295,249)	-	(7,637,241)
Equipment and Vehicles	<u>(748,087)</u>	<u>(123,926)</u>	<u>-</u>	<u>(872,013)</u>
Total Accumulated Depreciation	<u>(8,335,710)</u>	<u>(442,092)</u>	<u>-</u>	<u>(8,777,802)</u>
Total Capital Assets, Being Depreciated, Net	<u>4,255,064</u>	<u>(190,188)</u>	<u>-</u>	<u>4,064,876</u>
Governmental Activities Capital Assets, Net	<u>\$21,675,704</u>	<u>\$18,369,938</u>	<u>\$ -</u>	<u>\$40,045,642</u>

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

	Beginning Balances	Increases	Decreases	Ending Balances
<i>Business-type activities:</i>				
Capital Assets, Not Being Depreciated:				
Land	\$ 75,211	\$ -	\$ -	\$ 75,211
Construction in Progress	-	-	-	-
Total Capital Assets, Not Being Depreciated	<u>75,211</u>	<u>-</u>	<u>-</u>	<u>75,211</u>
Capital Assets, Being Depreciated:				
Land Improvements	490,123	9,148	-	499,271
Water System	772,121	905	-	773,026
Wastewater System	431,412	5,021	-	436,433
Buildings and Improvements	7,078,988	41,672	-	7,120,660
Equipment and Vehicles	<u>2,105,212</u>	<u>192,185</u>	<u>(5,927)</u>	<u>2,291,470</u>
Total Capital Assets, Being Depreciated	<u>10,877,856</u>	<u>248,931</u>	<u>(5,927)</u>	<u>11,120,860</u>
Less Accumulated Depreciation for:				
Land Improvements	(421,334)	(19,509)	-	(440,843)
Water System	(507,599)	(31,983)	-	(539,582)
Wastewater System	(192,966)	(16,941)	-	(209,907)
Buildings and Improvements	(4,148,681)	(235,829)	-	(4,384,510)
Equipment and Vehicles	<u>(1,380,697)</u>	<u>(128,154)</u>	<u>-</u>	<u>(1,508,851)</u>
Total Accumulated Depreciation	<u>(6,651,277)</u>	<u>(432,416)</u>	<u>-</u>	<u>(7,083,693)</u>
Total Capital Assets, Being Depreciated, Net	<u>4,226,579</u>	<u>(183,485)</u>	<u>(5,927)</u>	<u>4,037,167</u>
Business-Type Activities Capital Assets, Net	<u>\$ 4,301,790</u>	<u>\$ (183,485)</u>	<u>\$ (5,927)</u>	<u>\$ 4,112,378</u>

Depreciation expense was charged to functions/programs as follows:

Governmental Activities:

General Government	\$ 169,586
Public Safety (Sheriff and Corrections)	219,827
Farm	<u>52,679</u>
Total Depreciation Expense – Governmental Activities	<u>\$ 442,092</u>

Business-Type Activities:

Cheshire County Nursing Home	\$ 432,416
Total Depreciation Expense – Business-Type Activities	<u>\$ 432,416</u>

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

D. Interfund Receivables, Payables, and Transfers

The composition of interfund balances at year end is as follows:

Due to/from Other Funds:

Receivable Fund:	Payable Fund	Amount
General	Nonmajor Governmental Funds	\$ 7,056
General	Internal Service Fund	6,676
General	Cheshire County Nursing Home	2,895,657
General	House of Corrections Construction	596,064
House of Corrections	General	<u>250,000</u>
	Total	<u>\$ 3,755,453</u>

Interfund Transfers:

	Transfer In			
	House of Corrections Construction	Nonmajor Governmental	Cheshire County Nursing Home	Total
Transfer Out:				
General	\$ 250,000	\$ 415,602	\$ 2,510,148	\$ 3,175,750
Totals	<u>\$ 250,000</u>	<u>\$ 415,602</u>	<u>\$ 2,510,148</u>	<u>\$ 3,175,750</u>

E. Leases

Capital Leases

The County's General Fund has entered into an agreement for the leases of farm equipment and also various energy improvements. These lease agreements qualify as capital leases for accounting purposes and, therefore, has been recorded at the present value of their future minimum lease payments as of the inception date.

The assets acquired through capital leases are as follows:

	Governmental Activities	Business-type Activities
Asset:		
Vehicles	\$ -	\$ -
Energy Improvements	246,225	824,318
Less: Accumulated Depreciation	<u>(55,401)</u>	<u>(185,472)</u>
Total	<u>\$ 190,824</u>	<u>\$ 638,846</u>

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

The future minimum lease obligations and the net present value of these minimum lease payments as of year end were as follows:

Year Ending December 31,	Governmental Activities	Business-type Activities
2010	\$ 22,993	\$ 76,978
2011	23,819	79,743
2012	24,570	82,256
2013	25,476	85,288
2014	26,295	88,032
2015-2016	<u>33,890</u>	<u>113,456</u>
Total Minimum Lease Payment	157,043	525,753
Less: Amount Representing Interest	<u>(24,208)</u>	<u>(81,045)</u>
Present Value of Minimum Lease Payments	<u>\$ 132,835</u>	<u>\$ 444,708</u>

Operating Leases

The County does have operating leases for computer equipment and also for office space. The computer leases require the County to enter into maintenance agreements for the computer equipment and maintain the equipment in good working order, repair and maintenance. Future minimum annual rental payments are as follows:

Year Ending December 31,	Governmental Activities
2010	\$ 79,459
2011	19,843
2012	5,580
2013	<u>1,510</u>
Total	<u>\$ 106,392</u>

Operating lease expenditures totaled \$128,471 for the year and are reported under General Governmental expenditures.

F. Long-Term Debt

General Obligation Bonds

The County issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. General obligation bonds have been issued for both governmental and business-type activities.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

General obligation bonds are direct obligations and pledge the full faith and credit of the County. These bonds generally are issued with equal amounts of principal maturing each year. General obligation bonds outstanding are as follows:

Governmental Activities	Amount
\$4,400,000-1997 Assisted Living /Nursing Home Improvements Bonds, Due in Annual Installments of \$325,000 to \$310,000 Through August 2012; Interest at 4.50% to 5.10%	\$ 623,100
\$2,600,000 – 2001 Jaffrey District Court Bonds, Due in Annual Installments of \$130,000 Through October 2021; Interest at 3.875% to 4.85%.	1,560,000
\$37,000,000 – 2007 Correctional Facility Bonds, Due in Annual Installments of \$1,850,000 Through October 2027; Interest at 4.25%.	33,300,000
\$745,000-2007 State of New Hampshire Drinking Water Revolving Fund Loan; Payments to Begin on the First Anniversary of the Completion Date of the Project-Principal to be Paid Within Ten Years From the Date of the Bond; Interest to be the Lesser of 2.095% or the Adjusted Market Rate Less 1%.	377,644
\$1,300,000 – 2009 Jail Thermal Project Bond, Due in Annual Installments of \$50,000 Through August 2024; Interest Varies from 3% for 2010, 2% from 2011 to 2013, 2.5% for 2014, 2.75% for 2015, 3% for 2016 and 2017, 3.25% for 2018, 3.5% for 2019, 3.75% for 2010 to 2021 and 4% for 2022 to 2024.	1,300,000
\$500,000 – 2001 Correctional Facility Design Bonds, Due in Annual Installments of \$25,000 Through October 2021; Interest at 3.875% to 4.85%.	<u>300,000</u>
Total Governmental	<u>\$ 37,460,744</u>
Business-type Activities	Amount
\$4,223,000 – 1975 Nursing Home Bonds, Due in Annual Installments of \$150,000 to \$100,000 Through November 2005; Interest at 7.20%.	\$ -
\$4,400,000 – 1997 Assisted Living/Nursing Home Improvements Bonds, Due in Annual Installments of \$325,000 to \$310,000 Through August 2012; Interest at 4.50% to 5.10%.	<u>306,900</u>
Total Business Type	<u>306,900</u>
Total Bonds and Note Payable	<u>\$ 37,767,644</u>

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

Annual debt service requirements to maturity for general obligation bonds are as follows:

Year Ending December 31,	Governmental Activities		Business-Type Activities	
	Principal	Interest	Principal	Interest
2010	\$ 2,312,700	\$ 1,568,008	\$ 102,300	\$ 15,447
2011	2,312,700	1,469,798	102,300	10,332
2012	2,312,700	1,372,588	102,300	5,217
2013	2,105,000	1,275,015	-	-
2014	2,105,000	1,187,880	-	-
2015-2019	10,525,000	4,614,115	-	-
2020-2024	9,860,000	2,412,725	-	-
2025-2027	<u>5,550,000</u>	<u>471,750</u>	<u>-</u>	<u>-</u>
**Total	\$ 37,083,100	\$ 14,371,879	\$ 306,900	\$ 30,996

**** - Does Not Include the State Revolving Loan – No Final Re-Payment Schedule Has Been Determined Yet.**

Changes in Long-Term Liabilities

Long-term liability activity for the year ended was as follows:

	Beginning Balances	Additions	Reductions	Ending Balances	Due Within One Year
<i>Governmental Activities:</i>					
General Obligation Bonds	\$ 38,008,946	\$ 1,664,498	\$ (2,212,700)	\$ 37,460,744	\$ 2,312,700
Capital Leases	159,055	-	(26,220)	132,835	26,220
Compensated Absences	<u>214,436</u>	<u>4,355</u>	<u>-</u>	<u>218,791</u>	<u>-</u>
Governmental Activity Long-Term Liabilities	<u>\$ 38,382,437</u>	<u>\$ 1,668,853</u>	<u>\$ (2,238,920)</u>	<u>\$ 37,812,370</u>	<u>2,338,920</u>
<i>Business-Type Activities:</i>					
General Obligation Bonds	\$ 409,200	\$ -	\$ (102,300)	\$ 306,900	\$ 102,300
Capital Leases	532,488	-	(87,780)	444,708	56,210
Compensated Absences	<u>208,699</u>	<u>-</u>	<u>(37,012)</u>	<u>171,687</u>	<u>-</u>
Business-Type Activity Long-Term Liabilities	<u>\$ 1,150,387</u>	<u>\$ -</u>	<u>\$ (227,092)</u>	<u>\$ 932,295</u>	<u>\$ 158,510</u>

COUNTY OF CHESHIRE, NEW HAMPSHIRE

NOTES TO THE FINANCIAL STATEMENTS

The County issues tax anticipation notes annually in advance of the payment of the County tax assessments in November and December by the various towns and cities in the County. These notes are necessary to meet the cash flow needs during the fiscal year, which include the County's normal operating budget. Short-term debt activity for the year was as follows:

	Beginning Balance	Issued	Redeemed	Ending Balance
County Tax Anticipation Notes Payable	\$ -	\$ 20,914,126	\$ 20,914,126	\$ -

V | OTHER INFORMATION

A. Risk Management

The County is exposed to various risks of loss related to torts, thefts of, damage to, and destruction of assets, errors and omissions, injuries to employees, and natural disasters. The County, along with numerous other municipalities in the State, is a member of two public entity risk pools in the State currently operating as a common risk management and insurance program for which all political subdivision in the State of New Hampshire are eligible to participate. The pools provide coverage for workers' compensation, unemployment and property liability insurance. As a member of the property liability and workers' compensation pools, the County shares in contributing to the cost of and receiving benefits from a self-insured pooled risk management program. Contributions paid for the fiscal year totaled \$330,831 for property liability, workers compensation and unemployment coverage, with no unpaid contributions at year-end.

The pool agreement permits the pool to make additional assessments to members should there be deficiency in pool assets to meet its liabilities. At this time, the pool foresees no likelihood of an additional assessment for past years.

B. Contingent Liabilities

Amounts received or receivable from grant agencies are subject to audit and adjustment by grantor agencies. The County participates in a federally assisted contract for services with the Department of Health and Human Services Medicaid (Title XIX) - through the New Hampshire Department of Health and Human Services and also receives CDBG grant funds from the New Hampshire Office of State Planning as well as grant funds from the New Hampshire Office of the Attorney General.

The contract and the grants are subject to program compliance audits by the grantors or their representatives. The audits of the contract and the grants for or including the fiscal year have not yet been reviewed by the grantor. Accordingly, the County's compliance with applicable contract requirements will be established at some future date after the grantor's review. The amount if any, of expenditures which may be disallowed by the contracting agencies cannot be determined at this time although the County expects such amounts if any, to be immaterial.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

C. Employee Pension Plan

PLAN DESCRIPTION - Substantially all County employees participate in the State of New Hampshire Retirement System (the System), a cost-sharing multiple-employer defined benefit public employee retirement system (PERS). All County full-time employees are eligible to participate in the System. The System is divided into two employee groups: Group I which includes all employees except fire fighters and police officers and Group II which is for fire fighters and police officers (including County Sheriff's Departments). The New Hampshire Retirement System issues annually a publicly available financial report that includes financial statements and required supplemental information for the System. That report may be obtained by writing to the New Hampshire Retirement System, 4 Chenell Drive, Concord, NH.

GROUP I EMPLOYEES - who retire at or after age 60 but before age 65 are entitled to retirement benefits equal to 1.667% of the average of their three highest paid years of compensation, multiplied by their years of service. At age 65 the benefit is recalculated at 1.50% of AFC multiplied by their years of service credit. Earlier retirement allowances at reduced rates are available after age 50 with 10 years of service. Benefits fully vest upon reaching 10 years of service or attaining age 60.

GROUP II EMPLOYEES - who attain age 45 with 20 years or more of service are entitled to retirement benefits equal to 2.5% of the average of their three highest paid years of service, multiplied by their years of service, not to exceed 40. Benefits vest ratably beginning after 10 years of service.

The System also provides death and disability benefits. Cost-of-living increases have been periodically granted to retirees by the State Legislature.

FUNDING POLICY - The System is funded by contributions from both the employees and employers. Group I employees are required by State statute to contribute 5.0 percent of gross earnings. Group II employees are required to contribute 9.3 percent of their gross earnings. The employer must, under the same statute, contribute monthly at an actuarially determined rate. The current rates are 9.09% for regular employees, 11.27% for police officers of covered payroll. The contribution requirement for the year was \$1,704,777, which consisted of \$1,061,650 from the County and \$643,127 from employees. The County's contributions to the System for the years ended December 31, 2008 and 2007 were \$950,504 and \$795,066, respectively, which were equal to the amount required under State statute to be contributed for each year.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

D. Commitment – Direct Financing Lease and Contracts

The County has entered into a direct financing lease agreement with the State of New Hampshire for a term of 20 years following construction of the Jaffrey District Court Building. The semi-annual payments the County will receive are to be equal to the annual interest and principal payments on the bond. The State will occupy the District Court Building and incur all direct costs associated with the building for the entire period. The County has agreed to sell the District Court Building to the State for a purchase price of \$1.00 at the end of the lease. Future minimum lease payments to be received are as follows at year end:

Year Ended December 31,	Amount
2010	\$ 199,420
2011	194,210
2012	189,020
2013	183,690
2014	178,230
Thereafter	<u>1,082,650</u>
Total	<u>\$ 2,027,220</u>

E. Internal Service Health and Dental Fund – Self Insurance

During the year 2000, the County established a Health and Dental Insurance Fund (an internal service fund) to account for and finance its self-insurance program. Under this program, the Health and Dental Insurance Fund provides coverage for up to a maximum of \$70,000 annually for each individual plan participant. The County purchases commercial insurance for claims in excess of coverage provided by the fund and for all others risks of loss.

All funds of the County participate in the program and make payments to the Health and Dental Insurance Fund based on actuarial estimates of the amounts needed to pay prior and current-year claims. The claims liability reported in the fund at year end is based on the requirements of Governmental Accounting Standards Board Statement No. 10, which requires that a liability for claims be reported if information is available prior to the issuance of the financial statements and the amount of the loss can be reasonably estimated. Changes in the fund's claims liability amount were:

Year Ended December 31,	Beginning of Year Liability	Current Years Claims and Changes in Estimates	Claims Payments	Balance at Year End
2005	\$ 177,276	\$ 2,224,211	\$ (2,225,898)	\$ 175,589
2006	175,589	1,730,047	(1,756,227)	149,409
2007	149,409	1,797,670	(1,823,025)	124,054
2008	124,054	1,328,138	(1,308,809)	143,383
2009	\$ 143,383	\$ 2,065,974	\$ (2,098,137)	\$ 111,220

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

F. Construction Commitments

The County has certain commitments at year end for architectural, engineering and construction manager services related to the House of Corrections construction project (total of \$3,610,852 of fund balance available at year end) and the Water System Improvements project.

Project	Spent to Date	Remaining Commitment
Jail Construction and Water		
Line Extension	\$ 31,007,945	\$ 2,838,865
Construction Administration/ Engineering	<u>1,882,091</u>	<u>43,182</u>
Total	<u>\$ 32,890,036</u>	<u>\$ 2,882,047</u>

G. GASB #45 and Post-employment Benefits

GASB # 45 addresses the reporting of post-employment benefits other than pensions. This includes the healthcare costs that arise from the implicit rate subsidy when current and retired employees are rated together by the insurance provider to determine the health insurance premium cost. New Hampshire RSA 100-A:50 requires that the insurance premiums be rated together ("retired employees shall be deemed to be part of the same group of active employees....for purposes of determining medical insurance premiums"). This results in the blended insurance rate that is an increased cost for current employees and a lower cost for retired employees, even if the retiree pays 100% of their health insurance premium. The amount of this implicit subsidy has not been computed or recognized as a liability or an expense on Statements 1 or 2. In addition, at year end there were only five retirees who were on the health insurance program and they were all Medicare eligible retirees.

REQUIRED SUPPLEMENTAL INFORMATION

COUNTY OF CHESHIRE, NEW HAMPSHIRE
ACTUAL REVENUES AND EXPENDITURES COMPARED TO LEGALLY ADOPTED BUDGET
GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2009

	Original Adopted Budget	Prior Year's Encumbrances	Supplemental Budgets	Budget Transfers	Final Adopted Budget	Actual	Variance From Final Budget
REVENUES	\$ 21,374,082	\$ -	\$ (200,000)	\$ -	\$ 21,174,082	\$ 21,174,082	\$ -
<i>Taxes</i>							
<i>Intergovernmental</i>							
Federal Grants	513,737	-	209,000	-	722,737	312,538	(410,199)
Victim Witness Grant	25,000	-	-	-	25,000	25,000	-
Domestic Violence Prosecutor Grant	30,000	-	-	-	30,000	30,000	-
Regional Prosecutor - Federal Grant	96,768	-	-	-	96,768	84,050	(12,718)
Regional Prosecutor - Towns Reimbursements	180,344	-	76,125	-	256,469	239,018	(17,451)
Bailiff Reimbursement	100,000	-	-	-	100,000	94,058	(5,942)
Federal Stimulus Funds	-	-	485,000	-	485,000	485,000	-
Human Services Board and Care Reimbursement	39,000	-	-	-	39,000	129,783	90,783
<i>Total Intergovernmental</i>	<i>984,849</i>	<i>-</i>	<i>770,125</i>	<i>-</i>	<i>1,754,974</i>	<i>1,399,447</i>	<i>(355,527)</i>
<i>Charges for Services</i>							
Register of Deeds	759,000	-	-	-	759,000	580,483	(178,517)
Sheriff's Department Fees	50,500	-	-	-	50,500	56,553	6,053
Sheriff's Department Travel	32,000	-	-	-	32,000	34,631	2,631
Sheriff's Department Other	16,800	-	-	-	16,800	19,320	2,520
Sheriff's Department Deputy Reimbursement	25,000	-	-	-	25,000	22,188	(2,812)
House of Corrections	73,000	-	-	-	73,000	197,490	124,490
County Farm	343,924	-	-	-	343,924	223,556	(120,368)
Assisted Living and Transportation Aid	580,520	-	-	-	580,520	570,395	(10,125)
<i>Total Charges for Services</i>	<i>1,880,744</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>1,880,744</i>	<i>1,704,616</i>	<i>(176,128)</i>
<i>Interest</i>							
Interest	699,000	-	-	-	699,000	240,134	(458,866)
<i>Total Interest</i>	<i>699,000</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>699,000</i>	<i>240,134</i>	<i>(458,866)</i>
<i>Other</i>							
Rental of Property	8,991	-	-	-	8,991	8,991	-
Unified and Jaffrey Court Leases	626,192	-	-	-	626,192	598,354	(27,838)
County Attorney	1,000	-	-	-	1,000	1,067	67
Contributions and Donations	16,000	-	14,100	-	30,100	32,804	2,704
Miscellaneous	20,000	-	-	-	20,000	40,933	20,933
<i>Total Other</i>	<i>672,183</i>	<i>-</i>	<i>14,100</i>	<i>-</i>	<i>686,283</i>	<i>682,149</i>	<i>(4,134)</i>
<i>Fund Balance Used for Prior Year's Encumbrances</i>	<i>-</i>	<i>105,686</i>	<i>-</i>	<i>-</i>	<i>105,686</i>	<i>-</i>	<i>(105,686)</i>
<i>Appropriated From Fund Balance</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>
<i>Fund Balance Used to Reduce the Tax Rate</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>
<i>Total Revenues</i>	<i>\$ 25,610,858</i>	<i>\$ 105,686</i>	<i>\$ 584,225</i>	<i>\$ -</i>	<i>\$ 26,300,769</i>	<i>\$ 25,200,428</i>	<i>\$ (1,100,341)</i>

COUNTY OF CHESHIRE, NEW HAMPSHIRE
ACTUAL REVENUES AND EXPENDITURES COMPARED TO LEGALLY ADOPTED BUDGET
GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2009

	Original Adopted Budget	Prior Year's Encumbrances	Supplemental Budgets	Budget Transfers	Final Adopted Budget	Actual	Variance From Final Budget
EXPENDITURES							
<i>General Government:</i>							
Commissioners' Office	\$ 291,298	\$ -	\$ 583	\$ -	\$ 291,881	\$ 330,167	\$ (38,286)
Treasurer	11,030	-	-	-	11,030	11,682	(652)
County Delegation	8,165	-	-	-	8,165	10,386	(2,221)
County Attorney	624,214	-	79,762	-	703,976	648,387	55,589
Prosecutor's Grant	80,624	-	-	-	80,624	79,419	1,205
Regional Prosecutor	343,463	-	-	-	343,463	321,759	21,704
Finance	432,416	-	2,079	-	434,495	425,871	8,624
Computer Operations	272,658	-	875	-	273,533	262,351	11,182
Register of Deeds	481,196	794	2,225	-	484,215	466,122	18,093
Medical Referee	11,000	-	-	-	11,000	11,204	(204)
Human Resources	139,939	-	583	-	140,522	129,806	10,716
Personnel Administration	831,149	-	-	-	831,149	812,164	18,985
Maintenance of Facilities	639,589	-	875	-	640,464	564,034	76,430
Assisted Living	550,953	-	6,810	-	557,763	522,295	35,468
Safety	136,837	-	292	-	137,129	130,451	6,678
Conservation District	41,197	-	-	-	41,197	41,197	-
Contingency	-	-	-	-	-	-	-
Total General Government	4,895,728	794	94,084	-	4,990,606	4,767,295	223,311
<i>Public Safety:</i>							
Sheriff's Department and Dispatch	1,335,008	658	5,535	-	1,341,201	1,276,624	64,577
House of Corrections	3,415,673	815	59,222	-	3,475,710	3,532,390	(56,680)
Fire Mutual Aid	585,882	-	-	-	585,882	592,882	(7,000)
Total Public Safety	5,336,563	1,473	64,757	-	5,402,793	5,401,896	897
<i>County Farm</i>	335,793	-	681	-	336,474	328,479	7,995
<i>Human Services:</i>							
Human Services	6,247,890	25,814	-	-	6,273,704	6,225,594	48,110
HCS Community Care	75,000	-	-	-	75,000	75,000	-
Monadnock Center for Violence Prevention	8,000	-	-	-	8,000	8,000	-
Monadnock Substance Abuse Center	5,750	-	-	-	5,750	5,750	-
Keene Community Kitchen, Inc.	6,000	-	-	-	6,000	6,000	-
Monadnock Family Services	79,757	-	-	-	79,757	79,757	-
Acting Out	2,000	-	-	-	2,000	2,000	-
Monadnock Development Services	35,000	-	-	-	35,000	35,000	-
Alternative Sentencing Program	344,849	-	1,095	-	345,944	421,796	(75,852)
Total Human Services	6,804,246	25,814	1,095	-	6,831,155	6,858,897	\$(27,742)

COUNTY OF CHESHIRE, NEW HAMPSHIRE
ACTUAL REVENUES AND EXPENDITURES COMPARED TO LEGALLY ADOPTED BUDGET
GENERAL FUND

FOR THE YEAR ENDED DECEMBER 31, 2009

	Budget	Prior Year's Encumbrances	Supplemental Budgets	Budget Transfers	Final Adopted Budget	Actual	Variance From Final Budget
<i>Capital Outlay</i>	\$	\$	\$	\$	\$	\$	\$
Downtown Campus	-	7,481	-	-	7,481	-	7,481
Lathis Roof	-	12,734	-	-	12,734	-	12,734
Computer/Telephone Equipment	95,150	15,655	-	-	110,805	100,965	9,840
Sheriff Equipment	263,237	1,900	168,000	-	433,137	5,125	428,012
Courthouse Improvements and Equipment	5,000	17,197	40,000	-	62,197	84,023	(21,826)
Administration Building	32,000	-	-	-	32,000	37,240	(5,240)
Wastewater Treatment Plant	-	1,638	-	-	1,638	16,863	(15,225)
Water Treatment Plant and Equipment	3,500	-	10,000	-	13,500	4,397	9,103
Wastewater Treatment Plant Equipment	6,000	-	-	-	6,000	2,233	3,767
House of Corrections Improvements	-	-	12,000	-	12,000	15,676	(3,676)
House of Corrections Equipment	11,024	1,000	-	-	12,024	9,410	2,614
Alternative Sentencing Program Equipment	1,800	-	-	-	1,800	2,304	(504)
Farm Improvements	23,000	-	73,000	-	96,000	69,651	26,349
Farm Equipment	21,000	20,000	15,000	-	56,000	47,860	8,140
<i>Total Capital Outlay</i>	461,711	77,605	318,000	-	857,316	395,747	461,569
<i>Debt Service</i>							
Principal on Long-Term Debt and Capital Lease	2,238,920	-	-	-	2,238,920	2,238,920	-
Interest:							
Long-Term Debt	1,631,813	-	-	-	1,631,813	1,631,813	-
Tax Anticipation Notes	319,000	-	-	-	319,000	477,158	(158,158)
<i>Total Interest</i>	1,950,813	-	-	-	1,950,813	2,108,971	(158,158)
<i>TOTAL EXPENDITURES</i>	22,023,774	105,686	478,617	-	22,608,077	22,100,205	507,872
Excess (Deficiency) of Revenues Over Expenditures	3,587,084	-	105,608	-	3,692,692	3,100,223	(592,469)
<i>Proceeds of Long-Term Debt</i>	-	-	-	-	-	-	-
<i>Operating Transfers In</i>							
Special Revenue Funds:	-	-	-	-	-	-	-
From Extension Service	-	-	-	-	-	-	-
Total Special Revenue Funds	-	-	-	-	-	-	-
Capital Projects Funds:	-	-	-	-	-	-	-
From Capital Reserves	-	-	-	-	-	-	-
From Jail Capital Project Fund	-	-	-	-	-	-	-
Total Capital Projects Funds	-	-	-	-	-	-	-
Proprietary Funds:	-	-	-	-	-	-	-
Internal Service Fund	-	-	-	-	-	-	-
Total Operating Transfers In	-	-	-	-	-	-	-

COUNTY OF CHESTER, NEW HAMPSHIRE
ACTUAL REVENUES AND EXPENDITURES COMPARED TO LEGALLY ADOPTED BUDGET
GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2009

	Budget	Prior Year's Encumbrances	Supplemental Budgets	Budget Transfers	Final Adopted Budget	Actual	Variance From Final Budget
<i>Operating Transfers (Out)</i>							
Special Revenue Funds:							
To County Extension Service	\$ (184,287)	\$ -	\$ (508)	\$ -	\$ (184,795)	\$ (185,058)	\$ (263)
To Baronski Expendable Trust Fund	-	-	(14,100)	-	(14,100)	(14,100)	-
To JAG Grant Fund	-	-	(209,000)	-	(209,000)	(209,336)	(336)
Total Special Revenue Funds	(184,287)	-	(223,608)	-	(407,895)	(408,494)	(599)
Capital Projects Funds:							
To Capital Reserves	-	-	-	-	-	(7,108)	(7,108)
To Jail Capital Project	-	-	(250,000)	-	(250,000)	(250,000)	-
Total Capital Projects Funds	-	-	(250,000)	-	(250,000)	(257,108)	(7,108)
Enterprise Funds:							
To Nursing Home	(3,402,797)	-	368,000	-	(3,034,797)	(2,510,148)	524,649
Total Operating Transfers (Out)	(3,587,084)	-	(105,608)	-	(3,692,692)	(3,175,750)	516,942
Total Other Financing Sources (Uses)	(3,587,084)	-	(105,608)	-	(3,692,692)	(3,175,750)	516,942
Excess (Deficiency) of Revenues Over Expenditures	-	-	-	-	-	(75,527)	(75,527)
and Other Financing Sources (Uses)							
Fund Balances, Beginning of Year	3,175,939	-	-	-	3,175,939	3,175,939	-
Fund Balances, End of Year	\$ 3,175,939	\$ -	\$ -	\$ -	\$ 3,175,939	\$ 3,100,412	\$ (75,527)

MINUTES
Cheshire County Delegation
Executive Committee Meeting
Friday, January 16, 2009 9 AM
33 West St., Keene, NH

PRESENT: Representatives Allen; Butynski; Carlson; Eaton; Emerson; Hunt; Johnson; Mitchell, Richardson; Sad; Commissioners Pratt, Zerba; Administrator Wozmak; Finance Director Trombly; Ex. Asst. Warren

Vice Chairman Hunt opened the Executive Committee meeting at 9:05 AM.

HCS

Barbara Duckett gave an overview of the work done by HCS, mainly home visiting and home health aide services, also including many outreach programs. \$101,700 is the amount they are requesting. The home care helps to keep many individuals healthy and safe at home. \$16K goes to outreach services and \$85K is for the home health care. Richard Olmstead explained the work done by the outreach services. There were no further questions. Vice Chair Hunt thanked them for their presentation.

Monadnock Center for Violence Prevention

Robin explained that they have a 24/7 crisis line. They have an emergency center, and they advocate for victims of domestic or sexual assaults and respond to calls from a hospital. They have support groups for victims. The funds requested are used for rent at the courthouse. They do prevention education in schools. Vice Chair Hunt suggested that they apply to Hillsborough county for funding since they provide services to that area.

Monadnock Substance Abuse/Acting out

They offer counseling services with adults and teenagers. Work with the courts and the alternative sentencing programs. They provide assistance and education services for high school seniors. Acting out is a program for youth in middle and high school and KSC and work on meeting the issues kids are dealing with today. There were no further questions.

Monadnock Family Services

Ken Jue explained that his request for \$444,528 was to illustrate the need for extensive funding because of funding cuts at the state and federal level. Medicaid rates were reduced retroactive to December 1. His staff has taken a cut in pay and removal of contributions to retirement accounts. Vice Chair Hunt thanked him for his presentation.

Community Kitchen

Anne Davis distributed a chart indicating the number of hot meals, pantry meals and agencies that have served in the past year. She explained in detail how the food is distributed. Vice chair Hunt thanked her for her work and presentation.

MDS

Carol Brown gave an overview of the MDS program. They provide services to people with developmental disabilities and they cover from cradle to grave. The respite services are for the families of their clients. The services help to keep the families intact by giving them some time away

from the 24/7 care they must give to them. They have 13 families waiting for services that are not funded. They served 115 families last year. Their request would provide services for 150 families.

FMA

Phil Tirrell explained how the funding comes from the county for the towns in the county and that other towns pay directly to them. A list of the grants FMA has applied for was distributed. The committee asked that when the negotiating committee meets to discuss the next union contract that they come before the executive committee and one of the committee be asked to participate to look out for the tax payer.

UNH CE

Carl Majewski gave an overview of what they do for the citizens of Cheshire county. They have educational assistance in the areas of financial, dietary, farm and forest based businesses, and land owners. They work with other organizations in the area, prepare publications. He explained the increase in travel costs were because of fuel prices and they are requesting that the amount be reduced by \$1800. Equipment purchase is needed to replace copy equipment. There was a request to see the agreement made between UNH and the county.

Conservation District

Amanda Costello distributed brochures on the conservation district and the work she does. The Commissioners reduced the budget by \$2880, which was for a retirement account. There was discussion on how the conservation board is considering asking us to have the position become an employee of the county in order to stabilize the position. Vice Chair Hunt asked that Director Trombly prepare figures on what the cost would be to incorporate the position as an employee. Their board has asked that it be considered that there be a county representative on their board.

There being no further business, at 12:06 PM, the meeting was suspended to meet on January 23 at 9 AM.



Minutes approved on Jan. 23

Barbara Hull Richardson

MINUTES
Cheshire County Delegation
Executive Committee Meeting
Friday, January 23, 2009 9 AM
33 West St. Keene, NH

PRESENT: Representatives Allen; Butynski; Carlson; Eaton; Emerson; Hunt; Johnson; Mitchell, Richardson; Weber; Commissioners Pratt, Rogers; Administrator Wozmak; Finance Director Trombly; Ex. Asst. Warren; Superintendent Van Wickler

Vice Chairman Hunt opened the Executive Committee meeting at 9:02 AM.

HOC

Superintendent Van Wickler noted that other than staff, other areas of the HOC budget are unremarkable.

Rep. Hunt asked about federal inmates, holding them in Westmoreland after the new jail opens and issues in the news about Strafford jail issues. The Superintendent noted that the HOC in Westmoreland can not be used for inmates for many reasons such as safety, lack of program areas, the lack of handicapped availability. The existing building would need a lot of work to make it into a facility to hold inmates. The building could be used for many other uses where people can leave the building because when the situation includes the lack of ability to leave the building, additional safety issues are involved. He spoke about an attorney who understands many issues with federal inmates. This attorney advised us that there is now legislation allowing governments to recoup costs and make a profit holding inmates. Superintendent Van Wickler noted that all the areas included in determining costs incurred with holding federal inmates. Commissioner Pratt noted that the Commissioners are meeting with Congressman Hodes to see if there are funds to pay for the correctional officers.

Superintendent Van Wickler distributed the staffing pattern analysis, which was previously presented to the committee in December 2007. Rep. Mitchell noted that we are lucky to have Rick as our HOC superintendent. She noted that she understands from Chief Justice Broderick that legislation will have to change because of so many issues with the court system. Rick noted that in addition to federal inmates, there is no way crime or the jails are going to go away. Rep. Allen asked about the facility offering rehab services. The Superintendent noted that it is his hope that rehab services be offered to the inmates in order to integrate them into society. He noted that the staffing analysis was done in order to ensure the correct amount of people are there to provide a safe and secure facility. Rep. Richardson asked if there are going to be services for people with substance abuse. Superintendent Van Wickler noted that we have now and will continue to do so.

Superintendent Van Wickler is asking for 10 additional staff this year. He noted that we had 32 officers before ramping up. He said that there is a loss of new hires because of the low salary, moving into other police positions and because some people just do not fit the standard as an officer. The jail has been designed for long term use. The use of federal prisoners is to use the future growth capacity in order to offset the costs of the jail. Commissioner Pratt noted that in order to make money and bring in federal inmates we would double bunk. Superintendent Van Wickler thanked the committee for their time and hard work.

Commissioner Pratt noted that the superintendent is a member of LEAP (Law Enforcement Against Prosecution), who are working to reduce by legislation the number of nonviolent drug offences.

Alternative Sentencing

Commissioner Rogers introduced Mike Potter to the committee. Rep. Hunt asked about the reduction in outside services. Mike noted that in 2007 they started the day reporting services. The primary purpose of ASP is community, safety and to provide substance and mental health services. He said that we are the payer of last resort and all insurance and other sources are used first. Rep. Richardson asked if there are any statistics on the services we provide. Mike distributed a report on the results of the program since its inception. There is a high rate of success in the three programs: Alternative sentencing, Mental Health Court and Day Reporting Center. Rep. Mitchell asked what does successful completion mean as it is stated on the report. Mike responded that it means the client has completed attendance requirements, drug and alcohol abstinence and not reoffending.

Mike explained that there are several people who continue to attend group meetings because they feel safe in continuing the program and the support of the group. He explained that in 2001 the ASP program was established for those whose criminal conviction directly or indirectly involved alcohol/drug use; the MHC was established in 2003 for criminal convictions involving a moderate to severe mental illness; the DRC was established in 2007 for pretrial individuals who would otherwise be held on cash bail. There were no further questions and Mike was thanked for his presentation.

There being no further business, at 11:05 AM, the meeting was suspended to meet on January 30 at 9 AM.

Barbara Hull Richardson

Minutes approved on Jan. 30

Barbara Hull Richardson

MINUTES
Cheshire County Delegation
Executive Committee Meeting
Friday, January 30, 2009 9 AM
33 West St. Keene, NH

PRESENT: Representatives Allen; Butynski; Carlson; Eaton; Emerson; Johnson; Lelandeau; Mitchell, Richardson; Sad; Weber; Commissioners Pratt, Rogers, Zerba; Administrator Wozmak; Finance Director Trombly; Ex. Asst. Warren; Administrator Kindopp

Chairman Lelandeau opened the Executive Committee meeting at 9:06 AM.

MNH

Administration

Kathryn Kindopp gave an overview of the budget. Director Trombly explained what the bed tax is, which is a new form of revenue for county nursing homes. A 5.5% tax will bring in an additional \$70K in revenue. Kathryn was asked about an increase of \$3K in office supplies, she stated that it had not been increased for 10 years and they were consistently going over. Rep. Emerson asked about the increase in legal expense, Kathryn noted that it was because of the routine union negotiations.

QI

The outside services line increased because of additional chicken pox testing for staff. Rep. Weber asked about residents testing and Kathryn noted that those tests are covered by Medicare.

Dietary

Rep. Emerson asked what the medical flex account is, and Kathryn noted that it is an account that people can, if they wish, put money in to pay their medical bills that are not covered by insurance. Kathryn noted that an increase in dietary aids will be needed when the jail opens because of the loss of inmate help. There is a Sept. 1 start date for the new FTEs proposed in the budget.

Nursing

Rep. Weber asked about the increase in registry costs. Kathryn noted that it is difficult to get full time nursing and the increase reflects history. There was some discussion on the effectiveness of the new payroll, HR and scheduling computer program. There were questions regarding the census. Kathryn noted that because of a lack of therapists they were not able to take in some residents. She said that there are fewer people in those wanting to travel to Westmoreland. It was noted that Administrator Wozmak is working on strengthening referrals from Cheshire Medical. There was discussion on the apparent increase in salary for several positions.

TLC

Rep. Emerson noted the increase in RN pay of \$8K and was advised that it is 1.6 FTE, not just one person. Rep. Richardson asked about the revenue for this unit. Kathryn noted that it receives higher funding because of the specialized care. We now have psychiatric services three times a month.

Environmental Services

Kathryn noted that changing the dryers in laundry to gas has decreased our oil consumption by about 100 gallons a day and using ozone has resulted in the use of less chemicals.

Activities

No questions.

Social Services

There were no questions.

Occupational Therapy

We have hired an OT staff and she has been with us for six months and is working out well.

Physical Therapy

There were no questions.

Miscellaneous Services for Residents

Rep. Weber asked what outside services for Medicare A vendors should include. Director Trombly stated that we are required to pay for skilled expenses and this is included on this line.

Speech Therapy

Rep. Weber asked if the increase reflects filling an open position. Kathryn stated that it was.

MNH Capital Projects

Kathryn reviewed the items in the capital budget. Bed replacement is in the first year of a three year plan. Kathryn reviewed the needs of capital equipment in the dietary department.

Assisted Living

Administrator Wozmak presented the Assisted Living budget. He stated that they continue to have a waiting list. Rep. Sad asked about the increase in meal costs. Administrator Wozmak noted that they may have specific requests, rather than having more institutional meals. The increase was reflected in an increase in the monthly rent to offset the increased meal cost. There were no further questions.

There being no further business, at 11:03 AM, the meeting was suspended to meet on February 6 at 9 AM.



Minutes approved on Feb. 6, 2009

Barbara Hull Richardson

MINUTES
Cheshire County Delegation
Executive Committee Meeting
Friday, February 6, 2009 9 AM
33 West St., Keene, NH

PRESENT: Representatives Allen; Carlson; Emerson; Hunt; Johnson; Lerandeau, Mitchell, Richardson; Sad; Commissioners Pratt, Rogers, Zerba; Administrator Wozmak; Finance Director Trombly; Mgr. King; Mgr. Hurley; Ex. Asst. Warren

Chairman Lerandeau opened the Executive Committee meeting at 9:03 AM.

General County Budget

Director Trombly presented the general county budget and explained that the budget is mainly for training, furniture and insurance. There was a 10% increase in insurance this year. The use of an intern was removed from the budget, not because our safety officer doesn't use them, but because it was felt that it could be an unpaid position this year.

Rep. Lerandeau asked whether there are any costs this year over which we have no control. Director Trombly noted it is employee pay at \$700K as part of natural growth, which includes raises received last year and the additional correctional officers. Additionally, human services is up about \$400K based on the memo of understanding with the state. Also, interest incurred on the jail bond is down from \$900K to \$200K.

Facilities

Mgr. King reviewed some of the items in the budget. A 10 ½% increase is expected from PSNH. He explained the new ozone system for washing and the propane dryers that we purchased for laundry and the savings we are experiencing. Rep. Hunt suggested that if every department who has \$2000 in equipment repairs should reduce it to \$1000 and a great deal of savings would be made. Commissioner Zerba noted that when they review the budget, they take prior usage into consideration.

Mgr. King was advised by the state that a new monitoring well must be added at the wastewater treatment plant at a cost of \$4500. Cryptosporidium testing is required by the DES and EPA, at an additional cost of \$9000. Mgr. King reviewed the facilities capital budget. He noted that if they could get the sheriffs old cars, he could eliminate the purchase of two new cars. He reviewed the need for new beds because of the daily need for repairs of the beds. A new fire alarm system is needed to be added to the budget. The roof at the herdsman's house and the Blood Farm need repairs, in addition to windows needed at the Blood Farm.

Computers

Doug Scribner, Arlene Brewer and Rob Hummel presented their computer budgets.

Doug noted that there are three deletions in his budget, a network laser printer for OT/PT \$700; dispatch remove \$5700 and \$2900, Server replacement from \$15K to \$4100, reducing the capital budget to \$117,685. He reviewed the balance of capital projects. Rob addressed the scanners needed for the jail. Arlene spoke to the spots link, which transfers information received on incoming calls at dispatch into their data base, without them having to manually add this info. She

has found a grant for \$10K, the county would pay the balance. Doug reviewed the balance of the budget with the committee.

Human Resources

Wendy Hurley presented the HR budget. There were some questions on the employee recognition/longevity program.

Personnel Administration

Director Trombly presented the budget, which includes health and dental insurance. Rep. Emerson stated that she thought we were going to charge employees for meals. Director Trombly stated that it was discussed but never went through as a budget change. Director Trombly distributed a sheet noting what the increases to the budget include. Rep Hunt moved that the 100K generator be taken out of the budget. It was noted that all individual motions will be taken up at the final executive committee meeting.

There being no further business, at 12:05 PM, the meeting was suspended to meet on February 13 at 9 AM.

Barbara Hull Richardson

Minutes approved on Feb. 13, 2009

Barbara Hull Richardson

MINUTES
Cheshire County Delegation
Executive Committee Meeting
Friday, February 13, 2009 9 AM
33 West St., Keene, NH

PRESENT: Representatives Allen; Butynski; Carlson; Emerson; Hunt; Johnson; Lerandeau, Mitchell, Richardson; Sad; Weber; Commissioners Pratt, Zerba; Administrator Wozmak; Finance Director Trombly; Mgr. Putnam; Ex. Asst. Warren

Chairman Lerandeau opened the Executive Committee meeting at 9:06 AM.

Farm

Dave Putnam reviewed the farm budget. High fuel prices were a drain on the budget because they were at their highest at the busiest time. Milk prices are expected to slowly increase. We are no longer going to receive funds from the government because of new legislation.

Dave stated that he wants to purchase a conveyer for firewood processing for \$34,500. Rep. Lerandeau asked if there are any county buildings that would use the wood, Dave said that only the barn uses wood. Lerandeau questioned whether the county should be in the cord wood business, essentially competing with the privates. Rep. Emerson stated that there are about 3000 people who visit the farm every year. There was a discussion about the need for the farm. Rep. Bonnie Mitchell suggested that any discussion on phasing out the farm would be a discussion to have with the farm committee. Rep. Carlson asked if it is the executive committee's job to determine individual items in the budget. Rep. Hunt said that it is their job to determine individual items. Rep. Weber stated that it is their responsibility to consider individual items but the statute states that they are the ones who determine the final budget. Commissioner Pratt noted that he thinks that is wrong and the executive committee is the one who determines the budget. Administrator Wozmak read the statutory language to the committee as to the requirement for the convention to establish an itemized budget and a total budget amount within which the Commissioners must operate. There were no further questions.

Sheriff

Sheriff Foote stated that he can reduce the fuel budget line by \$7K.

Human Services

Director Trombly reviewed the Human Services budget. Intermediate Nursing Home Care and HBCC lines are increased.

Rep. Weber noted that she feels employee salaries are an issue and she thinks that keeping employees (avoiding a lay-off) is preferable to giving raises. She stated that she would rather leave line by line items to the Commissioners but the budget does need to decrease. A short break was taken.

Upon return, the committee asked Commissioner Pratt to comment on the budget. He explained that there is a \$1.15 million dollar increase in the budget because of positions added and salary increases from last year. He noted that the Commissioners are as aware of public opinion as the committee members are. He reviewed the list of potential changes to the budget. He reviewed the changes line by line. There was discussion on the various potential changes. Rep. Emerson

MINUTES
Cheshire County Delegation
Executive Committee Meeting
Friday, February 13, 2009 9 AM
33 West St., Keene, NH

PRESENT: Representatives Allen; Butynski; Carlson; Emerson; Hunt; Johnson; Lerandeau, Mitchell, Richardson; Sad; Weber; Commissioners Pratt, Zerba; Administrator Wozmak; Finance Director Trombly; Mgr. Putnam; Ex. Asst. Warren

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MINUTES
Cheshire County Delegation
Executive Committee Meeting
Friday, February 20, 2009 9 AM
33 West St., Keene, NH

PRESENT: Representatives Allen; Carlson; Butynski; Emerson; Hunt; Johnson; Lerandeau, Mitchell, Richardson; Weber; Commissioners Pratt, Rogers, Zerba; Administrator Wozmak; Finance Director Trombly; Ex. Asst. Warren

Chairman Lerandeau opened the Executive Committee meeting at 9:00 AM.

HCS

Barbara Duckett and two board members attended to review their funding request which is at risk of being cut at the Executive Committee budget review level. This funding is used to provide direct care to needy elders in the county. HCS felt that they have been partners for 30 years with the county doing this work as part of the county's role as the safety net for the community and in recognition that the VNA was the best entity to provide the services. They are treating people who were steps away from nursing home care. Without county funding the 518 people served are jeopardized with a potential loss of services. Medicare funding to HCS is decreased by 4.5%. They are facing significant deficits. The \$101K they are requesting would be problematic to lose. Home Healthcare, Hospice and Community Services is the only providers of acute care services in the area. Barbara stated that they are financially very vulnerable right now. The cost of keeping an individual in a nursing home is about \$100K a year and they feel that the home visiting program prevents people from going into the nursing home. Rep. Weber stated that she understands they have a \$14 million reserve and asked if they are able to absorb the cost for one year because of it. Barbara noted that they have \$2.5 million in operating reserves, not 14 million. The amount of \$5 million was a goal set by the board, and this year they have lost money. Rep. Carlson asked if she knows of any federal money going to help them. Barbara stated that she does know and that there are no federal funds to help them out.

UNH Cooperative Extension

Carl Majewski and other staff of the UNH Cooperative Extension were present to answer any questions. This is their second appearance before the Executive Committee because their funding is at risk of being cut at the Executive Committee level. He distributed an information booklet to the committee. He noted that they help people with financial and food education, working with the youth and members of the public on how to use resources. He reviewed some of the specific information about services given by the Cooperative Extension. The staff were able to come up with \$13K in reductions that could be taken out of their budget. Rep. Carlson asked if they are working with invasive species and staff noted that they are. Rep. Johnson noted that she thinks that sometimes people don't recognize what the UNH Cooperative Extension does.

Commissioner Rogers stated that he and the other Commissioners agree in the value of HCS and UNH Cooperative Extension. He hopes they understand that the Commissioners had to make additional budget recommendations in response to the Executive Committee's position that they would not vote a 2009 budget without additional reductions recommended by the Commissioners. Therefore, the Commissioners have to look at all areas of the county business. There were no further questions. A short break was taken.

Cheshire County Conservation District

Director Trombly noted that the reason Amanda Costello was brought back was because there was some talk about making her position an employee of the county. Amanda reviewed the work done by Cheshire County Conservation District. Rep. Johnson asked how closely they collaborate with others such as UNH Cooperative Extension. Amanda noted that they work with different municipalities, nonprofit groups and other organizations in the area. Rep. Weber asked about the issue of bringing the position on as a county employee. Administrator Wozmak noted that it has always been a difficult position to fill because it does not offer any benefits and the county position was considered and, in fact, encouraged by this year's Executive Committee. But now, there are many budget cuts being made and this is being reconsidered. Director Trombly noted that the position would be in grade 5 and would be a salary of \$41K and \$10K in benefits. There were no further questions.

Chairman Lerandau noted that they are to meet next on March 6th. He would like to have the Delegation meet with them on that date to receive comments from them and then come back on the 13th to finalize the budget for the March 23 meeting.

At the request of the Executive Committee, the Commissioners distributed wage adjustment scenarios. Commissioner Rogers reviewed the savings available. Rep. Weber noted that she doesn't want to see lower level people losing pay. Further, after hearing from HCS about the problem that de-funding them would cause, she doesn't see the value of eliminating HCS from the budget. There was discussion on the various options given.

Rep. Lerandau said some decisions have to be made before the meeting on March 6 in order for the county to be able to present something to the Delegation. A revised recommendation of changes was distributed. There was a discussion on some of the reductions made to the budget that will be presented on March 6.

Sheriff

The sheriff expressed his concern in reducing the car purchases for this year. He has one car that has over 100K miles and he would like to have at least one car put back into the budget.

There being no further business, at 11:13 AM, the meeting was suspended to meet on February 27 at 9 AM.

Minutes approved on March 13, 2009

Barbara Hull Richardson/s

MINUTES
Cheshire County Delegation
Executive Committee Meeting
Friday, March 6, 2009 9 AM
12 Court St. Keene, NH

PRESENT: Representatives Butcher; Carlson; Carr; Emerson; Hunt; Johnson; Laurent, Lindsey; Mitchell, Richardson; Roberts; Robertson; Sad; Sterling; Weber; Weed; Commissioners Pratt, Rogers, Zerba; Administrator Wozmak; Acct. Asst. Hall; Ex. Asst. Warren

Rep. Hunt opened the Executive Committee meeting at 9:06 AM. He noted that the meeting was being held to offer an opportunity to the full delegation to review the executive committee's work on the budget and to provide an opportunity for feedback to the executive committee.

Rep. Emerson stated that she would like to see the \$98 K for HCS be put back into the budget. Commissioner Pratt noted that there are several issues. One is what to give to employees, there is no COLA and no merit raises, giving them \$500 in lieu of them. There is a reduction in the UNH cooperative extension budget which was cut in half based on the fact that there were some cuts that had to be made to reduce the budget. The last cut was HCS, which was done because of the economy and because they have a \$6 million reserved and can endure it better. He noted that there is an additional recommendation, which is putting back one vehicle for the sheriff department. He explained that the replaced vehicle is usually given to the nursing home or the HOC.

Rep. Robertson noted that he has seen, on two occasions, the sheriff's car pulling over a care and he spoke to the driver and they were stopped because of an expired sticker. He does not think the deputies should be bothering with such things because it would reduce the number of miles they drive and their cars could last longer.

Rep. Weed noted that he understands UNH Cooperative Extension (CE) would be losing matching funds. Carl Majewski spoke to the issue and noted that the county pays for 36% of their budget and the remaining comes from the state and feds. The university is not able to supply the remaining 36%. Rep. Weber asked if we deleted half of the 36% we fund, would they lose a comparative amount from the university. Carl stated that if the amount was cut in half, the office would have to be closed. He stated that it would severely reduce the extension program from what it is today. Carl reviewed many of the programs the CE is involved in. He noted that with the economic situation we are in now, the UNH CE is working with many individuals who need assistance.

Rep. Butcher asked for an update regarding the courthouse. Commissioners Rogers noted that we have been trying to get something done but because of the cuts to the budget, \$40K was taken out for a courthouse plan. Rep. Carlson stated that she would like to see HCS and UNH CE put back in the budget. She noted that she has received many calls from residents in support of the CE.

Rep. Emerson asked the Commissioners about the 12 new hires for the jail. Commissioner Rogers noted that the budget allows for five to be hired (not 12) in October 09 for the jail potentially opening in Jan. 2010 and that the hiring may be delayed if the jail opening date is later than Jan. 2010.

Barbara Duckett from HCS noted that one of the things they do is that they have 600 acute care patients. In the past, due to a federal budget problem, the government shut down funding and they

did not receive payments for three months. At that time the board decided that they needed \$5 million in reserves for such emergencies, which they have not reached yet. Because of the economy, they have lost funds. She noted that HCS has subsidized the program that the county is funding. In January, they received a 4.5% decrease to Medicare. She noted that this program covers the people at home, assisting them so they don't have to go into a nursing home.

Rep. Eaton noted that he supports the reduction for CE because he feels they have over extended the things they do. He feels they can reduce some of the things they do. Rep. Carr stated that he supports funding UNH CE and HCS.

A member of the public noted that employees of Rindge are not receiving any increases and want to know the cost of the monetary amount given. Director Trombly noted that the amount is \$224,000. Commissioner Pratt stated that the employees provide the services to the residents of the county and to cut that and not to cut outside agencies is an insult to employees. Rep. Robertson noted that we care for the neediest people in the nursing home. Rep. Johnson stated that she feels the budget should be looked at more carefully. Rep. Carr thanked the Commissioners for their work on the budget. He noted that many people learn by hands on and that 4H gives them that opportunity. Rep. Carlson noted that as a selectman in the town of Swanze, they support putting UNH CE and HCS back into the budget.

Director Trombly stated that adding back HCS and UNH CE would result in an increase of 22 cents per \$1000 assessment.

At 10:40AM, Rep. Hunt suspended the meeting to next week and further noted that there is a delegation meeting on the 23rd at 7 PM in the Jury Assembly Room where the delegation will vote on the Executive committee's proposed 2009 budget.

Minutes approved on March 23, 2009

Barbara Hull Richardson/s

MINUTES
Cheshire County Delegation
Executive Committee Meeting
Friday, March 13, 2009 9 AM
33 West St., Keene, NH

PRESENT: Representatives Allen; Carlson; Eaton; Emerson; Hunt; Johnson; Lerandeau, Mitchell, Richardson; Sad; Weber; Commissioners Pratt, Rogers, Zerba; Administrator Wozmak; Acct. Asst. Hall; Ex. Asst. Warren

Chairman Lerandeau opened the Executive Committee meeting at 9:00 AM and handed the meeting over to Vice Chair Hunt.

Commissioner Pratt noted that the recommendations of changes is basically the same as previously distributed but this one has one vehicle for the sheriff department added back in to the budget. Commissioner Pratt noted that the Commissioners did not make any other changes.

Rep. Emerson stated that she feels the personnel increases for the jail should be cut instead of cutting HCS. Rep. Carlson supported this. Rep. Weber noted that eliminating HCS is penny wise and pound foolish and suggested that it be funded at \$75K. She asked about whether or not there is there is any information regarding the stimulus package and Medicaid funds expected. Administrator Wozmak stated that he has reviewed available details as to the stimulus plan and it does not appear that there will be any relief associated with the nursing home revenue but he said that there is much detail that has yet to be worked out, according to the state recovery website and the federal recovery website.

Commissioner Pratt stated that the jail building is on schedule and on budget. Rep. Johnson asked where the new hires are going to be working if the building is not opened. Superintendent Van Wicker stated that he is having personnel going to the new jail daily starting June to set up policies and procedures and to acquaint themselves with the facility because they cannot just move into the building without a great deal of preparation.

Rep. Weber made a motion to add \$75K to the budget for HCS, seconded by Rep. Eaton, voted unanimously.

Rep. Johnson made a motion to add \$69,346 back to the UNH CE budget, bringing the total funding to \$188,214, Rep. Allen seconded. (this would effectively reduce the NH CE budget by \$50,000). Commissioner Pratt stated that he feels this is the largest amount of funding we contribute to an outside agency and he feels we should be cutting them before employees are cut. Rep. Eaton concurred with him and he feels they should be run more efficiently and that many of their programs are duplicative. Rep. Carlson stated that many people in Swanzey have been helped by the UNH CE and the town itself has been helped by them. She does not feel they should be asked to make cuts just as everyone else has been asked to do. **A Division vote resulted in 6 yes votes and 5 no votes, motion passed.**

Rep. Weber moved to remove the \$26,500 for the one vehicle for the Sheriff's office, Rep. Eaton seconded, voted unanimously. (this removes the one vehicle that the Commissioners had recently added back).

Rep. Emerson moved to remove hiring of officers for the jail in 2009 and hire all 10 in 2010, Rep. Carlson seconded. Rep. Eaton stated that jail is a core responsibility of the county and we need to support that responsibility. Hiring the correct number of officers will allow us to staff it in a way that will create revenue from the facility. Commissioner Rogers stated that we are trying to get this facility working so we can generate revenue. The committee asked that the Commissioners take into consideration the hiring of officers to be dependent on the actual open date of the facility. **Rep. Emerson withdrew her motion and Rep. Carlson withdrew her second.**

Rep. Eaton moved that the Executive Committee Proposed budget for 2009 be set at \$37,417,373 with taxes to be raised of \$21,374,082, seconded by Rep. Carlson, hand vote resulted in 9 yes, 2 no, motion passed.

There being no further business, at 10:25 AM, the meeting was adjourned.

Minutes approved on March 23, 2009

Barbara Hull Richardson/s

MINUTES
Cheshire County Delegation Meeting, and
Public Hearings for the
Economic Stimulus Funding for the Wastewater Plant Upgrade in Westmoreland, and
A Workforce Development CDBG project
Monday, March 23, 2009 7 PM
12 Court St. Keene, NH

PRESENT: Representatives Allen, Butynski, Butcher, Butterworth; Carlson; Carr; Eaton, Emerson; Hunt; Johnson; Laurent, Lerandau; Lindsey; Meader, Mitchell, Parkhurst, Richardson; Roberts; Robertson; Sad; Sterling; Weber; Weed; Commissioners Pratt, Rogers, Zerba; Administrator Wozmak; Fin. Dir. Trombly; Ex. Asst. Warren

Chair Mitchell opened the public hearing at 7:05 PM and asked Administrator Wozmak to speak regarding the wastewater treatment plant request for stimulus funds. He noted that we are 13th out of 40 in the list of request for stimulus funds. Wozmak said that it was not entirely clear at this point whether the funds would be a grant, a loan or a combination of both as the funds were coming through the State Revolving Loan Fund program. Rep. Roberts asked if that is the \$495K that will be going to those requesting funds. Mr. Wozmak distinguished this project from the water treatment plant upgrade that was approved earlier and which is currently in progress. The Chair asked if there were any comments or questions from the public. Seeing none, she closed the public hearing at 7:15pm.

Rep. Allen made a motion to raise and appropriate a sum not to exceed \$450,000 to finance the design, construction and equipping of the county waste water treatment plant in Westmoreland to comply with new federal and state regulations, such sum to be raised through the use of the New Hampshire Economic Stimulus Recovery funds and that the County will accept the funds if approved, and will enter into an agreement with the State of New Hampshire; and, further, that the County Commissioners are authorized to execute any documents that may be necessary for this project and take any other votes or actions related thereto, Rep. Eaton seconded, roll call vote resulted in a unanimous vote of 19, motion passed. (5 members absent at that time).

Wozmak explained the Deeds surcharge account and how, in their deliberations, the Executive Committee shifted \$50,000 from the Deeds operating budget to the surcharge account. As a result of this shift, the previously voted motion to expend funds from the surcharge account had to be amended to add this \$50,000. There was a brief discussion on the history of the surcharge account.

Rep. Sterling made a motion to amend the December 9, 2008 authorization for surcharge expenditures by adding the amount of \$50,000 to pay for the restoration of permanent deeds books. This amendment will authorize the Register of Deeds to expend \$73,400 from the surcharge account in 2009, seconded by Rep. Eaton, roll call vote resulted in a unanimous vote of 23-0, motion passed.

Rep. Hunt made a motion to abate the interest charged for late payment on County Tax payment for 2008 for the Town of Rindge in the amount of \$2,667.94, Rep. Sterling seconded, voted unanimously. Motion passed.

Commissioner Rogers explained the reason for the abatement for the town was because of the interest due on late payment of taxes for the town around the time that government services were disrupted due to the ice storm.

Chair Mitchell asked Exec. Comm. Vice Chair, Rep. Hunt to speak to the budget proposed by the executive committee. She thanked Executive Committee Chair Rep. Lerandeau, the committee and the Commissioners for their work on the budget. Rep. Hunt asked if there were any questions from the members of the public. He explained how many cuts were made to reduce the budget, how the sheriff's car, personnel, outside agencies UNH CE and hiring for the DOC were discussed. Rep. Parkhurst expressed his concern over the cuts to the UNH CE. Commissioner Pratt noted that there was \$550K in the UNH CE budget and it was their choice as to how the cuts were made to the budget. Rep. Butcher asked what the changes were since the March 6 meeting with the Delegation. Rep. Hunt said that \$60K+ was put back into the UNH CE budget. He felt this was a good time for them to look at their programs and to prioritize them consistent with their historical mission.

Rep. Johnson moved to restore \$50K to the extension budget, Rep. Parkhurst seconded.

A recess was taken at 7:35 PM to open the public hearing on the CDBG application and planning documents. Brian McMaster from SWRP explained that the Community Development Block Grant program is a federal program from which the State of NH receives approximately \$10 million annually. Counties and municipalities are eligible to apply for up to \$500,000 annually for each category of housing and public facilities or economic development. Handouts were distributed containing a list of eligible uses for CDBG funds, the income guidelines for Cheshire County, and the County's Housing and Community Development Plan, and Residential Antidisplacement and Relocation Assistance Plan. He explained that the public hearing was to take comments from the public about the proposed economic development project, and on the two planning documents, prior to votes to re-adopt the plans, and to authorize the County Commissioners to apply for and expend CDBG funds.

He introduced Susan Newcomer from Keene Chamber of Commerce, who explained that this project is the machine lab project she brought before the committee in December. She stated that it will be housed at Keene State College. The individuals admitted to the program will be admitted at any level of what their educational needs are. Training programs could be designed to help area companies train students for specific job opportunities. About \$650K is needed for the program and many of the partners in the project are contributing, in addition to many of the manufacturing companies in the Monadnock Region are supporting this program. CDBG funds would be used to purchase up-to-date equipment for the lab. A vote is needed in order to apply for the grant. The county is eligible to apply for up to \$500K.

Rep. Robertson asked if the equipment is going to be kept updated. She said that it would be. Rep. Sterling urged the members to vote for this program.

Rep. Butterworth made a motion that the delegation reaffirm their support of the Housing and Community Development Plan and the Residential Antidisplacement and Relocation Assistance Plan previously adopted, Rep. Robertson seconded, voted unanimously.

Rep. Robertson made a motion that the delegation authorize the Cheshire County Commissioners to apply for and expend Community Development Block Grant funds for

the Greater Keene Chamber of Commerce and Keene State College and their partners to develop a new program, in an amount up to \$500,000, to create a machining laboratory, called Regional Center for Advanced Manufacturing Education, seconded by Rep. Weed, voted unanimously.

Public hearing closed at 8:15.

Delegation meeting reviewing the budget resumed at 8:16 PM.

Rep. Weed asked if the cut of \$50K is causing a layoff of a county employee at UNH Cooperative Extension (CE). Rep. Weber stated that we have no control over what choices they made with the funds they receive. She felt that since we have cut to the bone and that we have to ask other organizations to consider their priorities. The executive committee tried to ensure county employees did not lose their jobs and if the UNH CE choice is to cut employees, that is their choice Weber said.

Rep. Carlson noted that Rep. Lerandeau and Hunt and the committee worked very hard to bring the budget down to what it is today. Rep. Robertson noted that the cut to the budget will put someone on unemployment and that during this difficult time it is time to spend, not cut. He said he would like to see the money put back into UNH CE budget.

Rep. Weed stated that if there was a job loss, he could not vote for it but he is convinced that the cut does not have to result in a job loss. Rep. Butterworth stated that he feels UNH CE is an organization that helps people during tough economic times. Rep. Johnson read a letter from the Harrisville Conservation Center in support of the UNH CE because Cheshire County is a forested county. Rep. Eaton spoke to the fact that many state agencies are being cut and we are asking for a cut for one year only.

A friendly amendment to the motion to increase the UNH CE budget was made to make the increase \$37K, prime sponsor and seconder agreed to the change. Discussion followed. Rep. Butterworth asked if the reduction to the budget results in a reduction in matching funds, Rep. Hunt noted that it does not. **Roll call vote resulted in 11 yes votes and 12 no votes, motion failed.**

Rep. Richardson moved to increase the HCS budget by \$23,752, seconded by Rep. Butcher. **There was a discussion on HCS reserves and it was explained that they have been advised to have enough reserves for 53 days.** Rep. Eaton said that the agency said they could live with the funds proposed. Roll call vote resulted in 13 no, 7 yes and 2 abstained. Motion failed.

Rep. Sad made a motion to approve executive committee budget in the amount of \$37,417,373, seconded by Rep. Weber. Roll call vote resulted in 19 yes, 4 no, motion passed.

Rep. Butterworth asked if we are funding things such as alternative sentencing and assisted living. Rep. Robertson said that he feels the alternative sentencing program could be developed more, but not at this time. The assisted living program at the nursing home is operating efficiently, stated Commissioner Pratt, and the new jail will bring in increased revenue eventually. He stated that he was opposed to the employees cut in COLA and merit raises and that \$600K in reductions have been made on the back of employees. Rep. Roberts stated that he thinks the budget is cut very close

and he felt that some of the cuts could not be sustained. Rep. Hunt confirmed that the committee reviewed the budget very closely.

Rep. Parkhurst made a motion to approve taxes to be raised from cities and towns for 2009 in the amount of \$21,374,082, seconded by Rep. Hunt, vote 22 yes, 1 no, motion passed.

Commissioner Tim Rogers spoke regarding the issue of Superior and District courts in Keene.

Meeting adjourned at 8:55 PM.

Minutes approved on April 2, 2009

Barbara Hull Richardson/s

MINUTES
Cheshire County Executive Committee Meeting
Monday, July 13, 2009 6:30 PM
12 Court St. Keene, NH

PRESENT: Representatives Allen, Butynski, Butcher, Eaton, Emerson; Johnson; Lerandau; Mitchell, Richardson; Sad; Weber; Commissioners Pratt, Rogers; Administrator Wozmak; Fin. Dir. Trombly; Ex. Asst. Warren

Meeting opened at 6:30 by Chairman Lerandau.

He advised the committee that they were present to review the first and second quarter budget. Director Trombly gave an overview of the first and second quarter budget. At the end of the second quarter, we are \$287K under budget. Revenue is falling short because of milk prices and a low census at the nursing home because of skilled nursing admissions. He asked if there were any questions, the committee did not have any questions on the budget.

Chairman Lerandau thanked John Hunt, the executive committee and those present for their help this winter during his illness.

Meeting adjourned at 6:40.

Minutes approved on August 6, 2009 Barbara Hull Richardson/s

MINUTES
Cheshire County Delegation Meeting
and Public Hearing
Monday, July 13, 2009 7 PM
12 Court St. Keene, NH

PRESENT: Representatives Allen, Burridge, Butynski, Butcher, Butterworth; Carr; Eaton, Emerson; Johnson; Laurent, Lerandeau; Lindsey; Meader, Mitchell, Parkhurst, Richardson; Robertson; Sad; Weber; Weed; Commissioners Pratt, Rogers; Administrator Wozmak; Fin. Dir. Trombly; Ex. Asst. Warren

Chairman Mitchell opened the Public hearing at 7 PM and asked Brian McMaster and Bob Elliott to discuss the CDBG program and the proposed accessible housing project.

Brian explained the CDBG program to those present and distributed handouts explaining the program, its income limits, and the two planning documents.

Chairman Mitchell asked for public comment on the updated housing and development plan and the residential antidisplacement and relocation plan. There being none, the Chair asked Bob Elliot of MDS to explain the proposed project.

Mr. Elliot explained that there are 16 units proposed, each between 900 and 1000 square feet, supported by MDS. There were some questions from the public regarding what is on the proposed site now, which is a house that has been removed.

Rep. Butcher asked about the set up of the kitchen and bath. Bob noted that there are eight units fully accessible and eight partially accessible. Chairman Mitchell asked if there were any more questions regarding the project, there were no additional questions.

Norm Voudrian, from MDS spoke about the need for the accessible housing. Rep. Mitchell asked if there were any other questions. Rep. Weed asked Norm if he had any input into the design of the units. He said he did because people want and need to be able to do as much as they can for themselves. Public hearing closed at 7:20 PM.

Rep. Johnson made a motion to approve the Housing and Community Development Plan as updated, seconded by Rep. Eaton, approved unanimously.

Rep. Robertson made a motion to approve the Residential Antidisplacement and Relocation Assistance Plan, seconded by Rep. Eaton, approved unanimously.

Rep. Burridge made a motion to approve the submittal of the application for up to \$500,000 for the Unity Housing accessible housing project, and to authorize the County Commissioners to sign and submit the application, and upon approval of the CDBG application, authorize the Chairman to execute any documents which may be necessary to effectuate the CDBG contract. **Approved unanimously.**

Delegation meeting opened at 7:21 PM.

Rep. Lerandeau made a motion to increase revenue line #3404.10.00 (State of NH Proportional Share Funds) by \$612,197 for the receipt of the State of NH Proportional Share Funds, and to authorize the use of Proshare funds by offsetting account lines as follows:

Reduce revenue line Taxes to be Raised account # 3111.00.00 by \$200,000; Decrease account # 3404.20.00 (Medicare Part A Revenues) by \$191,197 in order to offset revenue shortfalls in the skilled nursing census; Increase various payroll lines by \$53,000 for an additional 1 time \$250 Pay in Lieu of COLA and Merit to MNH employees; Increase account line 4900.97.52 by \$93,000 for bed frames, a pressure-reducing wound care bed and treatment carts for the nursing department; Increase account #4900.89.11 by \$75,000 for a security system for the north stairwell the purchase of a resident transport vehicle and to convert the MNH streetlights to LED, Seconded by Rep. Eaton.

Director Trombly explained the motion, Rep. Emerson asked if we had already given employees \$500 payment already. Sheryl said yes. Rep. Sad asked for discussion on using the proshare funds for employees be used instead to reduce taxes to be raised. Administrator Wozmak noted that most of the items on the list of expenditures of the proshare funds are items we have put out of the budget for several years. Commissioner Rogers spoke to the expenditures as items that need to be purchased. Rep. Sad moved to amend the motion and use the funds to reduce taxes, Rep. Butcher seconded, roll call vote on the amendment resulted in a 13 to 7 vote, motion failed. Roll call vote on the original motion resulted in a 13 to 7 vote, motion passed.

Rep. Butterworth made a motion to increase revenue line #3359.10.00 ("Freed Up" Funds – ARRA FMAP "Stimulus") by \$485,000 the receipt of Freed Up - Stimulus FMAP funds and to authorize the use of these funds by offsetting account lines as follows:

Apply \$250,000 towards the cost of the Geothermal project at the new Jail; Increase account line 4900.97.15 by \$15,000 to provide additional funding for the farm cord wood processor; Increase line 4900.89.12 by \$12,000 for repairs to the Jail boiler; Increase line 4900.89.14 by \$10,000 for Copper/Lead remediation at the Water Treatment Plant; Increase the DOC payroll and benefit lines by \$45,000 in order to hire 5 additional Correctional Officers as of October 1, 2009; add \$40,000 to account line 4900.89.19 in order to provide funding for design work on the Superior Court House building; Increase various payroll lines by \$40,000 for an additional 1 time \$250 Pay in Lieu of COLA and Merit to County employees; Increase account line 4900.89.15 by \$73,000 for repairs and improvements to the Farm houses, seconded by Rep. Eaton. Commissioner Rogers spoke to the needed repairs on the Blood Farm and herdsman's house. Rep. Weber moved to amend the motion by reducing the \$15K for the cordwood processor, seconded by Rep. Eaton. Roll call vote resulted in 10 – 10, amendment to the motion failed.

Rep. Emerson moved to reduce by \$45K for correction officers and put the funds towards the geothermal project, Rep. Johnson seconded. Superintendent Van Wickler spoke to the amendment about his concern in being short staffed and its affect on the opening of the jail. Commissioner Rogers also spoke to the amendment. There was discussion and a roll call vote was taken. The vote was explained, yes to take out the funds, no would leave in the funds. The vote was 18 no, 2 yes, amendment failed. Roll call vote taken on the motion and the vote was 19 – 1, motion passed.

Rep. Sad made a motion to adjust the Regional Prosecutor Town Reimbursement Revenue budget and the Regional Prosecutor Expense budget in order to account for the increased revenues and expenses due to the City of Keene joining the program and by amending the account lines as follows: Increase revenue line 3359.09.00 Regional Prosecutor Town Reimbursement by \$76,125; Increase Prosecutor payroll and benefit lines by \$76,125 for one additional prosecutor, seconded by Rep. Eaton. Roll call vote was 19 yes, 1 no, motion passed.

Rep. Allen made a motion to increase revenue line # 3508.00.00 (contributions and donations) by \$14,100 for the receipt of a donation received from the Madalyn K. Baronoski Estate and to

authorize the transfer of this money into a separate fund for the purpose of adding to the scholarship fund in order to recruit Therapists for Maplewood Nursing Home, seconded by Rep. Eaton, roll call vote was 20 to 0 motion passed.

Rep. Eaton made a motion to raise and appropriate a sum not to exceed \$614,000 to finance the design, construction and equipping of the county waste water treatment plant in Westmoreland to comply with new federal and state regulations, such sum to be raised through the use of the state revolving loan fund and/or New Hampshire Economic Stimulus funds and that the County will accept the funds if approved, and will enter into an agreement with the State of New Hampshire; and further, that the County Commissioners are authorized to execute any documents that may be necessary for this project and take any other votes or actions related thereto. This Motion supercedes the Motion made on March 23, 2009 that was originally in the amount of \$450,000, seconded by Rep. Weed, roll call vote was 19 to 1, motion passed.

Rep. Eaton made a motion to accept JAG grant funds in the amount of approximately \$209,000 for Keene Jaffrey, Hinsdale, Swanzey Winchester and the County and to expend approximately \$77,000 for the Sheriff's Department and to upgrade the communication, video surveillance/recording system at \$33,000, cruiser data terminals at \$23,000 and a card swipe program for the courthouse at \$21,000 and to dispense the remainder to the above-listed towns for their own use in accordance with the Memorandum of Understanding signed by the towns, Rep. Weber seconded, voted unanimously. Roll call vote was 18 – 2, motion passed.

There being no further business, the meeting adjourned at 9:04 PM.

Minutes approved on July 21, 2009

Barbara Hull Richardson/s

MINUTES
Cheshire County Delegation Meeting
Monday, October 5, 2009 7 PM
12 Court St. Keene, NH

PRESENT: Representatives Allen, Burridge, Butynski, Butcher, Butterworth, Carlson, Carr, Eaton, Hunt, Johnson; Laurent, Lerandau; Meader, Mitchell, Parkhurst, Richardson; Roberts, Robertson; Sad; Weber; Commissioners Pratt, Zerba; Administrator Wozmak; Fin. Dir. Trombly

Chair Mitchell opened the meeting at 7 PM.

New Court Facility An update on the discussions regarding a new court facility to be constructed on the county-owned parking lot on Winter Street, next to the current Superior Court building. County officials, along with City of Keene officials, Rep. Eaton and Senator Kelly have participated in a response to a state RFP to build a new court facility in downtown Keene. This new building would contain all court functions, freeing up the existing court building for county re-use. Much work needs to be done on the design of this facility, parking and the funding sources but it is envisioned that the county would contribute its land for this purpose. Conceptually, the funding might be a combination of New Market Tax Credits and/or federal Recovery Bonds. We are seeking your concurrence that we continue these discussions as to the feasibility of this project and to return to the Delegation with a specific plan suitable for a vote no earlier than December of this year. This construction is not expected to increase county taxes. Renovation of the existing court for re-use by the county is likely to have expenses associated with it but the impact on county taxes is unclear at this point in the process.

Rep. Eaton made a motion to authorize the County Commissioners to engage in preliminary planning discussions regarding a new court facility, to include adequate parking facilities, on county-owned land in downtown Keene and to make a recommendation to the Delegation on a specific course of action, Rep. Burridge seconded, voted unanimously. There is no new appropriation associated with this Motion.

Jack Dugan from MEDC spoke about the CDBG application for the continued development of Railroad Square in Keene. Southwestern Community Services and Monadnock Economic Development Corporation will provide a preview of a CDBG application they will be asking the Delegation to vote on in December for the January 2010 round of CDBG funding.

Rep. Sad moved to support for CDBG application for the continued development of Railroad Square in Keene in preparation for a formal project vote in December, Rep. Eaton seconded, voted unanimously.

Linda Mangones from the Keene Housing Authority, William Marcello from Southwest Community Services and County Administrator Wozmak presented a plan for a Transitional Housing Facility on county-owned land near the new jail site. The early jail project envisioned a transitional housing element to reduce recidivism and increase the likelihood of success for recently released offenders. The costs of the project required that this element be deleted earlier. A new source of funds has been identified and will be approached in December such that this facility can be built and operated by an outside agency. This will strengthen our partnership with the regional agencies that deal with homelessness and those in transition.

Rep. Butterworth moved to support the Transitional Housing Facility on county-owned land near the new jail site in preparation for a formal project vote in December, seconded by Rep. Eaton, voice vote resulted in 18 yes 1 no vote, motion passed.

County Administrator Wozmak gave the delegation an update Public Health Regionalization efforts. For the past two years, the County has been increasingly participating in regional public health initiatives such as the H1N1/Pandemic planning process, the Monadnock Voices for Prevention (substance abuse) and All Health Hazard Response. This participation has been at the request of the local communities as well as the state. The state and federal governments are encouraging counties to become regional public health entities such that state and federal funds can more easily reach local communities and agencies performing public health work. The county currently is the fiscal agent for grant funding related to the flu and pandemic planning. In the upcoming 2010 county budget, you will begin to see evidence of this regionalization process. At this time, all funds are grant funds flowing to and through the county. There are currently no county tax dollars used for this purpose. The federal government has indicated that such funds may only be available to units of government for this purpose. Other grant funds require that projects be regionally based. Hence, the county role, on behalf of the region, will grow. It is budget neutral at present. We expect that future grants will provide administrative fees to be collected to offset direct costs we incur.

The Commissioners provided an update on the Regional Prosecutor Program. The regional prosecutor program has grown to include nearly 75% of all county citizens and most of its largest towns (12 towns are in, 11 are not in). The initial multi-year grant will expire in June of 2010. It is time to consider making this program a standard county-funded program to relieve the participating towns of the need to separately fund portions of the program in their town budgets. There will be a general discussion of what needs to happen for this cost transition to take place.

Rep. Johnson moved to support for allowing the Regional Prosecutor Program evolution to be county-funded and countywide, thus relieving the communities of having to appropriate funds for this program, Rep. Eaton seconded, voted unanimously.

There being no further business, the meeting adjourned at PM.

Barbara Hull Richardson

Minutes approved on Nov. 25

Barbara Hull Richardson

MINUTES
Cheshire County Delegation
Executive Committee Meeting
Saturday, November 14, 2009 9:30 AM
Maplewood Nursing Home, Westmoreland

PRESENT: Representatives Butynski; Carlson; Eaton; Johnson; Lerandeau; Mitchell, Richardson; Sad; Weber; Commissioners Pratt, Rogers, Zerba; Administrator Wozmak; Finance Director Trombly

Chairman Lerandeau opened the Executive Committee meeting at 9:30 AM. The meeting was held to review the third quarter budget.

Finance Director Trombly said that at the end of the third quarter, County expenses are at 38.44% remaining and Nursing Home at 25.14%. In order to get a better indication of where we are I have recalculated the percentages to adjust for major items that have not been expended due to timing. When these adjustments are made, County expenses are estimated at 25.56% remaining and Maplewood at 24.72%. As of September 30, 2009, budget balances should be at 25% remaining; therefore, combined expenses are on target for an excess of approximately \$56,000.

She said that County revenues for the third quarter are at 89.04% remaining with Nursing Home revenues at 21.86%. The major item that causes the high County percentage is that taxes are not collected until the end of the year. In order to put this in line I have recalculated revenues to account for those items not received on a monthly basis. This adjusts County revenues to 26.73% remaining and Nursing Home revenues at 21.25% remaining. As balances should be around 25% remaining, this indicates that revenues combined are projected to come in on budget with an excess of approximately \$30,372.

She pointed out the following areas of interest:

Revenues:

- Page 1 - Federal Grants are at 98.12% remaining. The major item is grant funds for a Mobile Command Unit that has not been received. There is a matching capital expense that will not be expended in the event the grant funds are not awarded.
- Page 2 – Registry of Deeds Fees – This revenue line continues to be impacted as a result of the real estate market and economy. With 41.43% remaining at the end of the 3rd quarter, fees are projected to be short by approximately \$157,000.
- Page 3 – Sale of Milk Farm Revenue – Due to the significant decline in the price of milk, revenues generated are estimated to fall short by approximately \$100,000. Overall, the farm is projected to end the year with a deficit of approximately \$140,000.
- Page 3 – Interest on Investments – This line is at 89.42% remaining. There will be a transfer at year-end from the Jail Bond interest income for \$440,000, however, due to extremely low investment rates, interest income will fall short by approximately \$160,000.
- Page 36 – Nursing Home Revenues – Adjusted are at 21.25% remaining. Although original projections indicated that the nursing home would have revenue shortfalls due to resident census levels, this shortfall will be offset by ARRA funds which have provided additional Bed Tax receipts for 2009.

Expenses

- Page 32 – Alternative Sentencing – at 16.36% remaining the budget will go over by approximately \$40,000. The program census has increased with 79 clients currently in the program. It is anticipated that census levels will continue to remain high. As a result, 2010 budget requests will reflect this increase.
- Page 34 – Interest on Tax Anticipation Notes – Although this budget is at 100% remaining, this is due to timing of payments. This line will go over budget due to the increased amount of money that was needed to be borrowed. Additionally the length of time the money was needed has increased compounded by slightly higher rates. These factors will cause interest expense to cost approximately \$170,000 more than budgeted.
- Page 41 – Dietary – This budget is anticipated to go over by approximately \$50,000. The major area is in the food budget with the main contributing factor being an increase in the number of meals served to the jail. In addition to the inmate census being up some, the increase in staff meals due to the ramp up in correctional officers was not accounted for.
- Pages 42 - 45 – Nursing & TLC– Combined, year to date figures are projected to go over by approximately \$200,000. Areas having an impact on this overage are lower long-term vacancies in positions. Although there is still a high amount of turnover, due to the economy, these positions do not remain vacant for long. As a result, each new nursing employee hired must go through an orientation/mentoring process. This requirement ultimately results in doubled staffing during the orientation time period. Additionally, as Licensed Practical Nurses (LPNs) still remain a shortage, more costly RN's are staffed to fill these vacancies.
- Pages 50 – Physical Therapy – On a positive note, the nursing home has been successful in hiring a licensed Physical Therapist. As this position has been vacant the majority of the year, there will be a sizable surplus in this budget which will help toward the other areas of the nursing home that have gone over.

Trombly said that overall, 2009 will be another year with the bottom line coming in very close to what was budgeted. As a result, we are experiencing another year where we will not have any significant surplus in which to add to our available fund balance. As the County's overall budget grows our percentage of fund balance to budget becomes smaller. As a result, we will continue to see the negative impact this will have on the amount we will need to borrow and the cost to borrow those funds. As I am sure you will agree, this is a direction that cannot continue. Therefore, during the 2010 budget process, discussions will occur and decisions will need to be made in order to start growing the County fund balance once again.

Chairman Lerandeau asked if there were any questions of the Finance Director. There were none. He thanked her for a very clear and thorough report.

Rep. Eaton was recognized to speak about a mistake made in the 2009 Mutual Aid budget. He said that an across the board percentage reduction voted by the Executive Committee was inadvertently applied also to Mutual Aid. Because the county has an MOU with Mutual Aid, this cut should not have applied to this agency. **Rep. Eaton moved to add \$7000 back into the Fire Mutual Aid budget which was inadvertently reduced by that amount, Rep. Weber seconded, voted unanimously.**

There being no further business, at 10 AM, the meeting was adjourned.

Barbara Hull Richardson

MINUTES
Cheshire County Delegation Meeting
Saturday, November 14, 2009 10 AM
Maplewood Nursing Home, Westmoreland

PRESENT: Representatives Burridge; Butynski; Butterworth; Carlson; Carr; Eaton; Johnson; Lerandeau; Lindsey; Mitchell, Richardson; Robertson; Sad; Weber; Weed; Commissioners Pratt, Rogers, Zerba; Administrator Wozmak; Finance Director Trombly. There were about six members of the public present.

Chairman Mitchell opened the meeting at 10:05 AM. The meeting was being held to hear the presentation by Warrenstreet Architects regarding Maplewood Nursing Home. Commissioner Rogers introduced Kathryn Kindopp to the delegation and she introduced the representatives from Warrenstreet.

Commissioner Rogers explained that the reason the Commissioners began looking at the condition of the nursing home is that it is about 35 years old. The facility is looking worn in terms of cosmetics and appearances and is developing regular significant maintenance issues with plumbing and sanitary sewer lines, electrical circuits, flooring, some roof leaks and the fact that four residents share one bathroom. While this was acceptable 35 years ago, standards have changed.

Warrenstreet Architects made an oral report and slide show presentation in which they described the work they did and the things they found. They presented their findings for future consideration for the county as they decide the long-term plan for the nursing home. There were several enlarged poster-sized drawings illustrative of several scenarios that they left with us.

The architects fielded many questions from members of the delegation. County Administrator Wozmak asked the Delegation not to focus on the estimated costs of any particular construction or renovation of the nursing home, but to focus on beginning a discussion about what the county's role in long-term care should be. He said that the illustrations presented by the architects are conceptual only and don't necessarily reflect anything that might actually happen. They are tools to begin the discussion. Administrator Wozmak said that the county has been providing this type of care for nearly 200 years in some form or other, before any other such facilities existed. Now, our nursing home operates under the same rules as all nursing homes. The main (and important) difference with the county nursing homes is that they take more Medicaid patients and more clinically difficult patients, which puts the operations in the red due to insufficient reimbursement. This causes the approximate \$3 million taxpayer subsidy. This has been viewed as a proper mission of county government to make sure this population receives the care they deserve. While not suggesting any specific change of mission, Administrator Wozmak recommended that we at least re-affirm what the county's mission is or should be prior to making any financial decisions regarding the nursing home. He hoped that such a dialog would take place over the next year or two so that any financial decisions could be well reasoned.

As the discussion of the nursing home was underway, a member of the public, Mrs. Martens, spoke up and asked that the delegation discuss the topic regarding a community residence on county property putting the public and taxpayers at risk. Delegation Chair Mitchell explained that the agenda that was advertised in the paper only included a presentation regarding the condition of the nursing home. Rep. Eaton told the citizen that her request was out of order and that this meeting while open to the public was not a public hearing where testimony of the public was accepted.

Rep. Robertson made a motion to waive the rules and allow the public to speak. Rep. Robertson stated that he felt it would be more beneficial to get public input early. The motion was seconded and upon a vote, the motion failed on a vote of 7 Yeas and 7 Nays. Rep. Butynski said that since this was just an initial presentation, that the Delegation would be having many meetings to come regarding this topic and that there would be plenty of opportunity for public input prior to any decision being made regarding the nursing home.

Rep. Weed noted that he enjoyed the jail tour and would like another one to see the progress on the jail building. He was told that there would be additional tours scheduled.

Rep. Eaton moved to add \$7000 back into the Fire Mutual Aid budget which was inadvertently reduced by that amount, Rep. Weber seconded, voted unanimously.

There being no further business, at 11:46 AM, the meeting was adjourned.

Barbara Hull Richardson

Minutes approved on Nov. 30

Barbara Hull Richardson

MINUTES
Cheshire County Delegation
Public Hearing and Delegation Meeting
Monday, Dec. 14, 2009 7 PM
12 Court St., Keene, NH

PRESENT: Representatives Allen, Burridge, Butcher; Butynski; Butterworth; Carr; Eaton; Emerson; Johnson; Laurent; Lerandeau; Meader; Mitchell; Parkhurst; Richardson; Robertson; Sad; Weber; Commissioners Pratt, Rogers and Zerbe; Administrator Wozmak; Finance Director Trombly; Ex. Asst. Warren; Treasurer West

Chairman Mitchell called the meeting to order at 7 PM. She reviewed the agenda for the evening, and opened the first public hearing for the CDBG transitional housing at 7:06 PM.

Linda Mangones, CDBG Grant Administrator explained that Community Development Block Grant funds are available to municipalities for economic development, public facility and housing rehabilitation projects and feasibility studies that primarily benefit low and moderate income persons. Cheshire County is eligible for up to \$500,000 a year for public facility/housing rehabilitation, up to \$500,000 a year for economic development projects, as well as up to \$500,000 a year in emergency funds. Feasibility Study funds are available for up to \$12,000 per year. Handouts on both projects, the County's Housing and Community Development Plan, and the Residential Anti-Displacement and Relocation Assistance Plan were available.

The proposed application to the Community Development Finance Authority is for \$500,000 in Community Development Block Grant funds. The funds will be used for Second Chance for Success, transitional housing and training program for inmates released from the Cheshire County Jail. Administrator Wozmak and SCS CEO Bill Marcello explained that the purpose of the project is to reduce recidivism for inmates from the jail. He explained that some of the people who come out of the jail are or become homeless and this will help them make a successful transition. This transitional housing would be built on land owned by the County and adjacent to the House of Correction.

This project conforms with Cheshire County's Housing and Community Development Plan. Linda Mangones explained the Low-Moderate Income Benefit of the project.

Chairman Mitchell opened the floor to public comment on the project. There were no questions from the public. The Chair opened the floor to the members of the Delegation. Rep. Johnson asked who would go to the house. Wozmak noted that the county would determine who would be offered the housing. Rep. Robertson asked if the house is manned 24/7, Marcello stated that it will have a house manager, likely chosen from someone living there in addition to program staff. Rep. Laurent asked how long an individual would stay there. Marcello stated 12 – 18 months. Rep. Robertson asked if the judge can sentence offenders to the housing. Administrator Wozmak responded to that question noting that the Alternative Sentencing program is an option when a judge wants to offer an alternate. Rep. Emerson asked what it is going to cost. She was advised that the physical plant will be paid for with grant funds. Administrator Wozmak noted that it would be a county owned building and eventually we would collect rent from the released inmates who have secured work. In the meantime, Wozmak said, the county will budget an amount that supports the operating costs of the house. Rep. Johnson asked what the units would look like and she was told that there will be 6 apartments with two bedrooms each.

Chairman Mitchell moved to close this portion of the public hearing at 7:15 PM.

Rep. Parkhurst made a motion to authorize the County Commissioners to submit an application for Community Development Block Grant Housing and Public Facility funds, not to exceed \$500,000, to be used by Cheshire County to construct transitional housing on land already owned by Cheshire County adjacent to the House of Corrections; and that the Commissioners will accept the grant, if approved, and will enter into a contract with the State of New Hampshire and further that the County Commissioners are authorized to execute any documents that may be necessary for this project, seconded by Rep. Eaton. Roll call vote resulted in a unanimous passing vote of 17-0.

At 7:18 Chair Mitchell opened the second public hearing on the Public Facility Block Grant project for a job training center.

Linda Mangones, CDBG Grant Administrator explained that Grant funds are available to municipalities for economic development, public facility and housing rehabilitation projects and feasibility studies that primarily benefit low and moderate income persons. Cheshire County is eligible for up to \$500,000 a year for public facility/housing rehabilitation, up to \$500,000 a year for economic development projects, as well as up to \$500,000 a year in emergency funds. Feasibility Study funds are available for up to \$12,000 per year. Bill Marcello noted that they have about 5-6 training programs and they hope to add up to two more. Chair Mitchell asked if there were any questions from the public. There were none. Chair Mitchell asked if the members of the Delegation had any questions. Rep. Laurent asked if this property would pay taxes to the city and Bill noted that it would.

Chair Mitchell asked if there were any further questions, there being none, the public hearing was closed at 7:22.

Rep. Butynski made a motion to authorize the County Commissioners to submit an application for Community Development Block Grant Economic Development funds, not to exceed \$500,000 for a job training center to be developed by Southwestern Community Services and Monadnock Economic Development Corporation in Keene's railroad yard area; and that the Commissioners will accept the grant, if approved, and will enter into a contract with the State of New Hampshire and further that the County Commissioners are authorized to execute any documents that may be necessary for this project. Rep. Eaton seconded. Roll call vote passed motion unanimously.

Chairman Mitchell opened the third public hearing at 7:24. The floor was given to Linda Mangones, CDBG Administrator, who explained that the Housing and Community Development Plan is a requirement of the CDBG program and the County has had this plan since 1995. The HCD Plan is updated as necessary. Ms. Mangones explained that she had updated the Plan to include reference to the two County-owned facilities which house people who are low or moderate-income (the nursing home and House of Correction). Otherwise, the Plan is the same one that the Board adopted for the application for Unity Housing in June 2009.

Chairman Mitchell called for public comment. There was none. There were no questions by the members of the Delegation.

Rep. Weber made a motion that the delegation reaffirm their support of the housing and community development plan, seconded by Rep. Eaton, voted unanimously. Motion passed.

Linda Mangones, CDBG Administrator, explained that if any displacement takes place as a result of this project, the Uniform Relocation Act must be followed, which requires that any displaced household or business in a project using any federal funds must be found comparable housing in a comparable neighborhood at a comparable price. Under the certification section of the application, the county will certify that the Residential Antidisplacement & Relocation (RARA) plan is in place, and in the event that it is discovered that this specific project does displace persons or households, a displacement implementation plan must be submitted to CDBA prior to obligating or expending funds. Chair called for public comment, there were none, and no questions from the Delegation.

Rep. Weber made a motion that the delegation reaffirm their support of the residential antidisplacement and relocation plan previously adopted, Rep. Eaton seconded, voted unanimously. Motion passed.

Public hearing closed at 7:29.

The public hearing on the Commissioners' proposed budget was opened at 7:31. Commissioner Rogers explained that the 2010 budget of \$41,718,552 was an 8.5% increase (\$3,295,954) over last year's budget. Taxes to be raised are \$24,181,862, an increase of 14.21% (\$3,007,780) over last year. Commissioner Rogers explained the areas contributing to the increase. He described the budget process, which begins with the presentation of the Commissioner's budget to the executive committee review, and the final budget presented to the Delegation in March.

Bill Raymond from Dublin asked if the county is permitted to bank fund balances and if the legislation can change the rules so that the county can collect taxes twice a year instead of once a year. Commissioner Rogers stated that we do not bank fund balances and he didn't think that the towns would appreciate a twice a year collection. Ed Germain from Dublin noted that it is difficult for citizens to understand the tax increases.

Bob from Chesterfield asked what instructions were given to those making up the budget. Commissioner Rogers noted that it is impossible to reduce staff because of our 24/7 services. He noted that the primary increase was because of the jail costs. He noted that we don't have a great deal of control because of the 24/7 services.

Charlie Champlain of Dublin stated that there has to be something the county can do with the budget.

Kenny from Troy noted that he knows of many people in dire straits. There were no further comments from the public, public hearing on the budget closed at 7:48.

Rep. Allen spoke to the fact that the residents of New Hampshire pay the lowest taxes of any state. Rep. Robertson noted that the minimum wage has not kept up with the cost living. Rep. Carr asked about the increase in health insurance and why there are three levels. Director Trombly explained that the increase was because there was a 13% increase in claims; we used \$200,000 last year from surplus to keep any increase down and lastly because we have a higher census of people using our plan, including the new correctional employees. Rep. Butterworth asked about the cost for nursing

home Medicare/Medicaid. Administrator Wozmak explained that there is funding being budgeted from the state. At the federal level there has been an increase in stimulus funds and they are also talking about reducing funding for Medicare/Medicaid. Rep. Robertson noted that there has been a great deal of cost shifting from the state. There were no further comments.

Rep. Butterworth made a motion to authorize the Register of Deeds to expend 2010 surcharge funds in the amount of \$77,100, seconded by Rep. Eaton, voted unanimously.

There being no further business the meeting closed at 8:05 PM.

Barbara Hull Richardson

Minutes approved by phone on Jan. 11, 2010

Barbara Hull Richardson

MINUTES
Cheshire County Delegation
Executive Committee Meeting
Monday, Dec. 14, 2009 8:10 PM
12 Court St., Keene, NH

PRESENT: Representatives Allen, Butynski; Eaton; Emerson; Johnson; Lerandeau; Mitchell; Richardson; Sad; Weber; Commissioners Pratt, Rogers and Zerba; Administrator Wozmak; Finance Director Trombly; Ex. Asst. Warren; Treasurer West

Chairman Lerandeau called the meeting to order.

Rep. Weber made a motion to authorize the Treasurer of the County of Cheshire, upon the request of the Cheshire County Board of Commissioners to borrow in anticipation of taxes an amount not to exceed \$ 26 million dollars for the 2010 budget year, January 1, 2010 to December 31, 2010, seconded by Rep. Eaton, voted 10-0, motion passed.

The executive committee meeting schedule was distributed. Rep. Eaton noted that the FMA has been moved to outside agency, but UNH has not and he believes it should be.

There being no further business the meeting closed at 8:20 PM.

Barbara Hull Richardson

Minutes approved by phone on Jan. 11, 2010

Barbara Hull Richardson

Cheshire County Commissioners
33 West Street
Keene, NH 03431



0000006192



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Special Collections Department
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